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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Thursday, January 8, 2004
Time: 4:00 p.m. – 6:00 p.m.
Location: SF Department of Human Services
170 Otis Street, Born Auditorium
San Francisco CA 94103

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AGENDA APPEARS ON THE REVERSE SIDE

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Issued: Monday, December 29, 2003

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, JANUARY 8, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Strategic Priorities for the San Francisco Youth Council *(Action Item)**
3. Adoption of Proposal to Align PIC Youth Services RFP with DCYF RFP *(Action Item)**
4. Adoption of 2004 Youth Council Meeting Calendar (*Action Item*)*
5. Public Testimony on Non-Agenda Items (Discussion Item)
6. Future Agenda Items (Discussion Item)
7. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

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PRIVATE INDUSTRY COUNCIL
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MEMORANDUM

TO: ANN COCHRANE **DATE**: DECEMBER 18, 2003

FROM: ROBERT SCHWAB, VICE PRESIDENT

SUBJECT: STRATEGIC PRIORITIES FOR THE SAN FRANCISCO YOUTH COUNCIL (AGENDA ITEM 2)

ACTION REQUESTED

Adopt the Draft Strategic Priorities for the San Francisco Youth Council as the vision, conditions, mission/purpose, and primary and supportive strategies to guide the Youth Council's investment of WIA youth funds and policy development.

BACKGROUND

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together schools, community organizations, training providers and others to create a comprehensive and cohesive youth assistance strategy.

Beginning October 2002 the Youth Council began a strategic planning process to create a unifying strategy for youth services in San Francisco. That process included the presentation and discussion of the needs of youth from a wide range of perspectives, the presentation and discussion of the results of a youth resources mapping project, and the appointment of a workgroup to plan build a framework for an all-day planning retreat. The Youth Council retreat was held on August 28, 2003 to discuss vision, mission and service priorities. The retreat resulted in the Draft Strategic Priorities document that was discussed at the October 23, 2003 Youth Council meeting with refinements suggested and a community vetting process requested.

Community vetting meetings were held on December 3 for PIC youth subcontractors, on December 10 in the Mission District, on December 12 in Bayview Hunters Point, and on December 16 at the Youth Allies Dialogue meeting. At each meeting the roles and responsibilities of the Youth Council were discussed, the Strategic Priorities reviewed and vetting questions were asked. PIC staff recorded comments to the Strategic Priorities and responses to the attached vetting questions. Those comments and responses will be made available to the Youth Council at the December 18, 2003 Youth Council meeting.

RECOMMENDATION

The staff recommends that the Youth Council adopt the attached Draft Strategic Priorities for the San Francisco Youth Council and direct staff to develop a blueprint for action and related Request for Proposals and selection criteria consistent with those priorities.

DRAFT

STRATEGIC PRIORITIES FOR THE SAN FRANCISCO YOUTH COUNCIL

(**Note:** Format is designed to provide a context and a set of critical questions for key stakeholders to respond to. After input is gathered adjustments will be made and incorporated into a blueprint for action.)

OUR VISION: ALL YOUTH – ONE SYSTEM

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework:[1]

Subcontractors 12/3/03	The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes [~~the~~] ***that employment and education*** strategies should build on a youth development framework
Allies Dialogue 12/16/03	*What is the timeframe for the overall plan (5 years, 2 years)?*

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Subcontractors 12/3/03	offering youth ***employment and education*** opportunities to develop relationships with caring, supportive adults. *How do you measure 'relationship building'?* *There is a need for employers to be at the table as part of this strategic planning process. Bring organizations like UC San Francisco, Mt. Zion Hospital, PG&E, into this discussion.*

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;

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[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
  competency and mastery.

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

* health
* personal/social
* knowledge
* reasoning and creativity
* vocation
* citizenship

Basic Youth Development Principles
Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the 10 WIA elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Allies Dialogue 12/16/03	*Could the Youth Council support bi-lingual education?* *Could the Youth Council encourage bi-lingual education?*

Adult Support/Caring and Knowledgeable Adults
Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations
Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative Forms of Learning
Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic Approach
Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as Resources
Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation Quality
Programs clearly work better when they are thought through and well managed.

Follow-up Services
Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:
Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

Subcontractors 12/3/03	*WIA focus has been a combination of vocational and academic –* ☐ *Is there an expansion of the focus in terms of a broader range of youth service?* ☐ *Is the Youth Council looking at taking an expanded role?* ☐ *It is important that education & vocational services remain a focus of the Youth Council, and it should be mentioned more often in the strategic planning document* ☐ *Will we be creating a future blue-collar workforce because they are being placed in entry-level jobs but are not able to get access to college? There is a need to stress education/college preparation in this document.*

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;

Subcontractors 12/3/03	A continuum of care exists that supports all areas of youth development ***across services and providers***;
Allies Dialogue 12/16/03	*The importance of recognizing the need for culturally complimentary programs and services*

7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:
To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.

Subcontractors 12/3/03	*Emphasize HS graduation or certification* and education beyond *(*or, "encouraging students to go beyond HS*) as minimum performance expectations.* *Be aware that not all youth will be able to graduate from high school. Need to provide other options and support services if they cannot. Re-examine the phrase, "minimum performance expectation" (If they don't succeed at graduating, have they failed?)* *What does 'certification' mean?*
Allies Dialogue 12/16/03	*Need to include low-income youth without resources for college prep (i.e., youth who are the first generation to attend college) and give them options other than low-income and/or low-skill jobs* *Need to keep in mind that most of the youth in the juvenile justice system have 'special needs'.* *High school education may be a difficult goal for some programs to achieve.* *As long as the school system is not effectively serving this population (youth with multiple barriers to success), it will require even more resources to provide solutions for them.* *There is not currently the capacity in the alternative schools to take in all those youth who are not doing well in the regular schools.*

III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.

Subcontractors 12/3/03	*Add 'emancipated foster youth' and 'immigrant youth'* *Need to develop clear definition of 'at-risk' youth* *Add "youth with multiple barriers to employment" (ESL, no job skills – immigrant youth)* *The lack of a high school education may be due to the lack of funds – the youth has to work to help support their family.*
Allies Dialogue 12/16/03	*Should not try to define every possible 'at-risk' factor for youth. Let the service providers make a case for youth they have thus identified.* *Service focus may not be on avoiding 'negative outcomes' (dropping out of school, drugs, teen pregnancy) but on achieving positive ones (getting good grades, going to college, finding a job that can lead to a career).*

IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.

V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.

Subcontractors 12/3/03	*[add: City College; University of California, San Francisco; SF State University]* *There are issues particular to the Individual Learning Program in the SFUSD. There is a need to focus on these youths' special needs, i.e., an ILP youth with straight A's is not at the same level as, say, a student from Lowell High School with straight A's.*
Allies Dialogue 12/16/03	*Employers and education plans will have to work more closely together*

VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.

Allies Dialogue 12/16/03	*There is the need for a higher profile for this plan. Federal involvement in youth programs is on the decline. There is a real need for some entity to form a partnership with key employers in the private sector to create employment opportunities, be self-sustaining and create additional partnerships over time.* *There is a need for employers in San Francisco to discuss what they are willing to do to address what they say they don't have.*

II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served; "hand-off, not drop-off".

Allies Dialogue 12/16/03	*Where is a good place to get a list of 'youth resources' in San Francisco so a service provider can research where to 'hand-off' a youth to ensure continuity of services until age 25?*

III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.

Subcontractors 12/3/03	*The challenge of documenting 'collaboration' – how does one measure quality and degree of partnership?*

IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.

V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.

Subcontractors 12/3/03	[NOTE: THERE WAS SOME INITIAL SURPRISE AT THE RAISING OF THE AGE LIMIT TO 25, BUT NO VOICED OBJECTION. IN FACT, LATER IN THE MEETING THE RECOMMENDATION WAS MADE TO CONSIDER LOWERING THE AGE AT WHICH YOUTH COULD START, SO AS TO ENGAGE THEM EVEN SOONER.]

VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

Allies Dialogue 12/16/03	*How do we get more resources into the system?*

VETTING QUESTIONS:

1) Given limited resources, what target populations should be a priority?

Subcontractors 12/3/03	*Need a definition for 'in school' and 'out of school'?*
Mtg. At RAP HS 12/10/03	*Youth not on track to graduate* *Out-of-school youth* *Immigrant / undocumented youth* *Homeless youth*
Mtg. At Oakdale 12/11/03	*Include: youth with special needs, homeless youth, children living in families with drug-addictions, DHS clients under protective services, in-school youth on track for achievement* *CPS, Juvenile Justice, youth suspended from school, youth in gangs* *Caution about glorifying gang activity by focusing on gang-involved youth exclusively* *Need to find way to touch all our youth* *Lift up the achieving youth to encourage others to follow* *Identify those 'on the fence' and move them to the 'correct' side*

2) Will these strategies measurably improve the likelihood of youth successfully transitioning self-sufficiency and further education? If not, what would you suggest?

Mtg. At Oakdale 12/11/03	*Multi-year funding* *Development of qualified workforce* *Partnering with local business associations for policies regarding youth employment* *Develop community/city-wide employment bank to connect youth service providers with employers* *Have youth members on the adult Youth Council* *Partner with UCSF and other to create internships in neighborhood businesses* *More outreach to business* *Enforcement of first-source hiring requirement - add a percentage of youth to the first-source hire ordinance* *Provide qualified workforce through CBO's* *Work with Redevelopment Agency*
Allies Dialogue 12/16/03	*What other than 'aligning resources' will be done to ensure youth in need of services are served?* *'Peer mentoring' has been proven to provide the best support for the most at-risk youth – mixing the most at-risk with those who are achieving some results.*

3) What additional strategies do you believe are necessary to build a system of quality education and employment services for youth in SF?

Mtg. at RAP HS 12/10/03	*Engage the private sector (employers)* *Develop and invest in IDA or ITA (IDA- Individual Development Accounts, ITA – Individual Training Accounts)* *Grant service providers multi-year funding* *Invest in service providers so they can sustain themselves for the long-term ("long-term" not defined) [recommended by a youth]* *Be more aware of factors/barriers youth face regarding employment* *Educate youth on: college/school financing, investing, home ownership* *Educate and provide incentives that lead youth to entrepreneurial opportunities – especially small business development* *Provide funding for community events that occur on weekends after school and that may take up the whole day [youth input]* *Invest in service providers for the long-term* *Invest in service providers that engage youth for a longer period of time, not just 3 or 4 months [youth input]* *Provide funding that will allow kids access to neighborhood gymnasiums* *Provide funding for the development of safe havens for youth in the Mission [youth input]* *Develop partnerships with local college (CCSF, SFSU, UC). Also provide funding for college tours and how youth can access financial aid for college* *Institute strategies for leadership alignment (youth who are leaders of other youth)* *Institute strategies for parental involvement [parental input]* *Connecting youth to relevant community advocates*

4) What key policies would you recommend being changed to further advance quality services for youth in SF?

Subcontractors 12/3/03	*There is a need to dialogue – in a separate forum – about criteria for training programs to ensure placement. The reality is that DOL is all about training and placement – and the need to recognize expectation on the part of the funding source.* ☐ *This brings up the need to forge stronger alliances with the private sector to ensure cooperation for the placement process.* ☐ *The need for ongoing job development geared toward youth* ☐ *There is a continued need for subcontractors to develop and seek employment opportunities for youth (cannot rely solely on private sector)* *There is a need to stop 'recycling' the youth through the youth services system. The need to create an agency that just focuses on job development that everyone can go to. Should this be a focus of PIC/DCYF to develop?* *The need to address 'youth bias' on the part of employers – this works against our youth when jobs are being filled.* *There are gaps in funding currently: 1) for youth who is simply 'truant' (they may not be covered for services; and 2) there is a lack of funding for*

	coordination of services – it is primarily direct services that are funded. ☐ *There is the need to stress that employment and education services work together more closely* ☐ *Youth employment programs working more close with the private sector* ☐ *The need to create a mechanism to capture males over the age of 18 who don't want to register for selective services (i.e., those who fall outside of current WIA funding guidelines)*
Mtg. At RAP HS 12/10/03	*Youth membership on youth council (2-4 members)* *Establish a 'junior' youth council with veto power* *All agencies need a youth on its board of directors as a requirement to receive funding* *Establish a committee that would evaluate the Youth Council in its performance* *Qualitative evaluation process for subs* *DCYF change age limit from 171/2 to 25 years of old* *PIC change its age limit from 21 to 25* *Ongoing assessment*
Mtg. At Oakdale 12/11/03	*Develop policy that will hold first source hiring accountable – enforce a policy that says a percentage of youth will be hired.* *Develop initiative that engages and hold accountable truancy officers* *Advocate for high school in the Bayview – will lessen the need for busing of youth* *Seamless system of intake/referrals/evaluations* *Implement parent survey (1-page format)* *Enforcement of first-source hire* *DCYF age range expanded* *WIA expansion to age 25* *SFUSD needs to partner with community – incorporated into a plan to serve our youth* *SFUSD more easily drop non-attending youth from rolls so they can be enrolled into alternative schools* *BVHP school – better first period attendance* - *better parent involvement* *Truancy enforcement* *In-school counselors to identify youth in crisis*

5) What primary performance measures best describe a quality program?

Subcontractors 12/3/03	*Add 'youth development' as a performance measure. Use before and after self-assessment by youth served as a way to illustrate the success/difference made in their life by having participated in the program.* *Suggest skills attainment be recognized as a performance measurement utilizing pre- and post- testing.* *Use 'program completion' as a measure*

Mtg. at RAP HS 12/10/03	*Having caring adults* *Low ratios (lighter caseloads for case managers)* *Youth completion rate* *Stability of program – sustainability (could survive without PIC funding)* *Linkages to other programs* *Documentation – capturing needed information for further funding* *Agencies that provide follow-up* *Mandate agencies to do follow-up for two years* *Are youth part of the program design* *Parental involvement* *Staff that show respect to the youth [youth input]* *Hiring staff that 'look like' the population it serves [youth input]* *Hiring staff that can 'relate' to young people[(youth input]*

Mtg. At Oakdale
12/11/03
	Documentation
	Parental involvement – especially for in-school youth
	Who does good follow-up
	Participation
	Outcomes / Benchmarks
	    Grade improvement
	    Job tenure – retention
	Participant evaluation/Parent evaluation
	Timely evaluations
	Accountability

6) How should the voice of youth best be incorporated program design and implementation?

Subcontractors 12/3/03	☐ *The importance of creating youth leadership council at each youth services site or in their communities* ☐ *Putting youth on the WISF Youth Council* ☐ *The possibility of 'marrying' this group with the Mayor's Youth Council to utilize an existing entity?* *Concern that the youth services system will mimic the adult One-Stop: that there will more money going into building the system than into the training.*
Mtg. At RAP HS 12/10/03	*Establish a youth council, where members receive a stipend* *Youth be decision-makers on how contracts are to be done* *Youth approval of which agencies receive contracts* *Contract renewals be approved by youth* *Opinions heard and executed when making decisions*
Mtg. At Oakdale 12/11/03	*A Youth Council* *Youth actually are involved in the design of the programs for them* *Focus on programs of 'best practices' and that have established connections.* *Involve youth in fundraising*
Allies Dialogue 12/16/03	*Hire as entry-level adult staff graduates of the program*

	The need for on-going dialogue with youth in vetting/public forums *Solicit evaluations from youth served (anecdotal) to submit to funders of the programs* *Do evaluations post-service delivery and incorporate the feedback into the program design* *Start with strong training for youth – then allow them to take leadership roles in the program; make leadership part of the basic expectations of the youth*

PRIVATE INDUSTRY COUNCIL
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MEMORANDUM

TO: ANN COCHRANE **DATE:** December 18, 2003

FROM: ROBERT SCHWAB, VICE PRESIDENT

SUBJECT: RECOMMENDATIONS FOR COORDINATING RELEASE OF YOUTH SERVICES REQUEST FOR PROPOSALS WITH DCYF (AGENDA ITEM 3)

BACKGROUND

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together schools, community organizations, training providers and others to create a comprehensive and cohesive youth assistance strategy.

Beginning October 2002 the Youth Council began that process with a meeting facilitated by JD Hoye that reviewed the elements of a common local youth services system, the function of a Youth Council in building the system, and the various stages of building that system. This launch of a planning process was followed by presentation from the Youth Employment Research Mapping Project, the Department of Children, Youth and their Families (DCYF) a community needs assessment report, the San Francisco Department of Juvenile Probation, Coleman Advocates, the San Francisco Unified School District, and an open forum for youth. Subsequently, the Youth Council created a working group to build a framework for an all-day full Council planning retreat.

At the retreat of 10/03/2003, during a review of the strategic planning timeline the system goal of improving alignment of youth services funding processes was discussed. Council members suggested that a formal action item be brought before the Youth Council to adopt the principle of coordinating the release of WIA youth funds with DCYF through a joint or coordinated Request for Proposal (RFP).

DISCUSSION

Current federal rules require that WIA-funded youth services be competitively procured at least once every three years. In the current year the Youth Council funded 14 youth services subcontractors for a total of $1.9 million. DCYF, while not limited to the Federal rules, releases funds every two years with a considerable amount dedicated to youth employment. The WIA youth RFP three-year procurement cycle began 7/2001, and therefore eligible subcontractors could be extended an additional year beyond July 1, 2004, and a joint RFP for contracts beginning in July 1, 2004 would provide the next opportunity for funding alignment with DCYF.

Also, because both the PIC and DCYF fund many of the same organization for similar services, a joint (RFP) potentially allows for

- a joint review of proposals to insure the greatest level of consensus with the Youth Council's strategic plan,
- the opportunity to better address system gaps in services and reduction of duplication of services.

Additionally, because WIA eligibility is limited primarily to low-income families, and serves youth ages 14 through 21, funding alignment will potentially allow organizations to receive funding in such a way that a broader section of the youth population is served.

Finally, coordination could allow for more strategic investment of funds, creating a more cohesive system of care that targets resources to Youth Council priorities and creates a better environment for inter-organization coordination based on common standards, performance measures, intake and assessment tools, resulting in improved outcomes.

RECOMMENDATION

The staff recommends that the Youth Council adopt a principle of a simultaneous and coordinated release of a youth services requests for proposal and review of funding proposals. We also recommend that PIC staff be directed to begin discussions with DCYF to determine the best mechanism and timing to achieve the highest level of coordination of a system most consistent with the Youth Council's strategic plan.

Workforce Investment San Francisco
Youth Council
2004 Meeting Dates*

Thursday, January 8, 2004

4:00 p.m. – 6:00 p.m.

Thursday, February 26, 2004

4:00 p.m. – 6:00 p.m.

Thursday, March 25, 2004

4:00 p.m. – 6:00 p.m.

Thursday, April 22, 2004

4:00 p.m. – 6:00 p.m.

Thursday, May 27, 2004

4:00 p.m. – 6:00 p.m.

Thursday, June 24, 2004

4:00 p.m. – 6:00 p.m.

Thursday, July 22, 2004

4:00 p.m. – 6:00 p.m.

Thursday, August 26, 2004

4:00 p.m. – 6:00 p.m.

Thursday, September 23, 2004

4:00 p.m. – 6:00 p.m.

Thursday, October 28, 2004

4:00 p.m. – 6:00 p.m.

Thursday, November 18, 2004

4:00 p.m. – 6:00 p.m.

Thursday, December 23, 2004

4:00 p.m. – 6:00 p.m.

Meeting Location:
TBD

*Dates and locations are subject to change. Please refer to www.picsf.org for most recent updates.

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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DRAFT MINUTES OF THE
JANUARY 8, 2004 MEETING OF THE
YOUTH COUNCIL OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

The meeting was held in the Born Auditorium, located at 170 Otis Street in San Francisco, California 94103.

PRESENT:
Ann Cochrane (Chair), Kim Cousin, Margaret Donahue, Lora Gay, Liz Jackson-Simpson, Amy Jones, Linda Rosel, Kar Yin Tham, Vivian Turner, and Cedric Yap

ABSENT:
Bea Harris, Vanessa Johnson, Dana Serleth, Barbara Thompson, and Dan Whooley

PIC STAFF:
Alfredo Fajardo, Irene Kaufman, Robert Schwab, David Taylor, and Evie Valle

PUBLIC:
Laurie Belton, Michael Brown, Glenn Eagleson, Peter Javier Marroquin, Janetta Narley, John Nauer, Eric Rozell, Jackie Rushing, and Spencer Tolliver

Chair Cochrane convened the meeting at 4:20 pm with a quorum present.

Motion to adopt the agenda was made by Cedric Yap and seconded by Kar Yin Tham.
Ayes: Kim Cousin, Margaret Donahue, Lora Gay, Liz Jackson-Simpson, Amy Jones, Linda Rosel, Kar Yin Tham, Vivian Turner, Cedric Yap.
Nays: None.
Abstentions: None.
Motion passed.

Item 2 – Strategic Priorities of the San Francisco Youth Council

Robert Schwab provided a brief recap of the Youth Council strategic planning process and presented the attached DRAFT STRATEGIC PRIORITIES OF THE SAN FRANCISCO YOUTH COUNCIL highlighting the input received through four community vetting meetings.

Mr. Schwab noted that the plan attempts to address 'disconnected youth' issues through the targeting of youth who possibly will not make it through school without assistance and that these youth are identified in the category of "target population". Mr. Schwab also noted that there was input suggesting that disabled youth also experience a high level of disconnection including high school drop out and while highly overlapping the target categories listed, disability may be a precursor to those characteristics.

Questions raised in the vetting process included:

If the focus is on youth in gangs, does gaining involvement in the program provide incentives for youth to gang involvement/negative behavior?
Should funds' scope be directed to youth employment? Employment and education?
Should we see "high school completion" not as the end goal, but as a step to secondary education? Does that not add value to the youths' community as well as the youth?

In addition, community input revealed:

Strong support was voice for 'system of care' concept.
View of 'youth development' as being an approach, rather than as a program.
Collaboration can be important but slow to achieve; 'collaboration' in this context should refer more to 'alignment'.
Need to connect youth services that are available in the community to each other and the strategic plan.

The Youth Council discussed the community vetting input. Chair Cochrane summarized the comments and instructed staff to incorporate the following concepts, based on that input:

- Affirm targeting in draft plan and clarify definition of at-risk youth to focus on youth that have dropped out of school, those in-school but not on track to graduate, youth in the juvenile justice and foster care systems, and pregnant and parenting teens
- Emphasize high school completion and employment preparation
- Set Higher standards for educational outcomes and employment opportunity
- Structure multi-year funding for service providers
- Increased youth involvement in program design, operations, oversight and evaluation
- Clarify youth development as an approach not a service
- Incorporate expansive definition of collaboration to facilitate comprehensive services approach
- Increase parental involvement where appropriate
- Ensure culturally competent programming

Motion was made by Cedric Yap and seconded by Maggie Donahue to adopt the DRAFT STRATEGIC PRIORITIES OF THE SAN FRANCISCO YOUTH COUNCIL plan with the incorporation by staff of the key points listed above.
Ayes: Kim Cousin, Margaret Donahue, Lora Gay, Liz Jackson-Simpson, Amy Jones, Linda Rosel, Kar Yin Tham, Vivian Turner, Cedric Yap.
Nays: None.
Abstentions: None.
Motion passed.

Item 3 – Proposal to Align PIC Youth Services RFP with DCYF RFP
Robert Schwab presented the recommendation that the Youth Council take formal action, at the request of member Cedric Yap to align the PIC youth services requests for proposals with the pending DCYF RFP. Mr. Schwab explained that the proposed alignment would not constitute a single joint RFP or a co-mingling of PIC and DCYF funds. He noted that separate proposals would be required for each funding source and that proposals recommended and approved for funding would result in separate contracts.

Cedric Yap pointed out that the proposed alignment centered on only those two DCYF sub-goals: All youth are ready to access post-secondary education or have a career path; and, All 14 to 17 year olds who want and need youth employment opportunities are able to attain them.

Motion was made by Vivian Turner and seconded by Linda Rosel that the Youth Council adopt a principle of a simultaneous and coordinated release of a youth services requests for proposals and review of funding proposals and that PIC staff be directed to begin discussions with DCYF to determine the best mechanism and timing to achieve the highest level of coordination of a system most consistent with the Youth Council's strategic plan.

Ayes: Kim Cousin, Margaret Donahue, Lora Gay, Liz Jackson-Simpson, Amy Jones, Linda Rosel, Kar Yin Tham, Vivian Turner, Cedric Yap.
Nays: None.
Abstentions: None.
Motion passed.

Item 4 – 2004 Youth Council meeting calendar
The 2004 Youth Council Meeting Calendar presented by Ann Cochrane with the recommendation to postpone adoption of meeting dates to the next Youth Council meeting, as some dates would need to be changed.

Item 5 – Future agenda items
Ann Cochrane called a recommendation for Future Agenda Items. A recommendation was made to discuss of 2002 - 2003 carryover of funds

Motion to adjourn the meeting was made by Cedric Yap and seconded by Liz Jackson-Simpson
Ayes: Kim Cousin, Margaret Donahue, Lora Gay, Liz Jackson-Simpson, Amy Jones, Linda Rosel, Kar Yin Tham, Vivian Turner, Cedric Yap.
Nays: None.
Abstentions: None.
Motion passed.

Meeting was adjourned at 6:10 pm.

All written material distributed at the meeting is posted on the Private Industry Council's website, www.picsf.org, and incorporated by reference herein.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Thursday, February 19, 2004

Time: 4:00 p.m. – 6:00 p.m.

Location: SF Department of Human Services
170 Otis Street, Born Auditorium
San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

AGENDA APPEARS ON THE REVERSE SIDE

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Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us
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Issued: Thursday, February 12, 2004

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, FEBRUARY 19, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Minutes for January 8, 2004 Youth Council *(Action Item)**
3. Adoption of PY 04 – PY 06 Youth Services Request for Proposals Solicitation Framework: Calendar, Program Requirements, Program Eligibility, Performance Measures and Selection Criteria *(Action Item)**
4. Youth Opportunity San Francisco (YO!SF) Sustainability (Discussion Item)
5. Adoption of 2004 Youth Council Meeting Calendar *(Action Item)**
6. Public Testimony on Non-Agenda Items (Discussion Item)
7. Future Agenda Items (Discussion Item)
8. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating
employment
opportunities

TO: YOUTH COUNCIL MEMBERS **DATE:** FEBRUARY 12, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: PY 04 – PY 06 Youth Services Request for Proposals Solicitation Framework: Calendar, Program Requirements, Program Eligibility, Performance Measures and Selection Criteria

ACTION REQUESTED

The Youth Council is asked to approve a Youth Services Request for Proposals Solicitation Framework, which includes: Calendar (Attachment 1), Program Requirements, Program Eligibility, Performance Measures and Selection Criteria (Attachment 2).

BACKGROUND

The Workforce Investment Act requires that local Workforce Investment Boards identify eligible providers of youth activities by awarding grants or contracts on a competitive basis, based on the recommendations of the Youth Council, to selected youth services providers to carry out youth activities consistent with requirements of the Act. In addition, the Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth services system.

The Youth Council recently concluded a strategic planning process that articulated a vision, mission and purpose of a comprehensive youth services system built on a youth development framework. The plan outlines primary and supportive strategies to achieve that vision including an emphasis on high school graduation or certification and focus on occupational preparation that leads to youth employment and a successful transition to adulthood.

The Youth Council's strategic priorities were integrated with the WIA youth services program requirements and design criteria to form a solicitation framework. That framework attempts to address both the minimum WIA requirements while encouraging proposals that contribute to the Youth Council's vision of a comprehensive and coordinated system of care. The solicitation framework was also developed to allow for the greatest possible alignment with the request for proposals planned by the San Francisco Department of Children, Youth and Their Families. (Attachment 3)

RECOMMENDATION

The staff recommends that the Youth Council adopt, subject to approval of the WISF Board, the attached solicitation framework, which includes: calendar, program requirements, program eligibility, performance measures and selection criteria and that staff are accordingly authorized to release a request for proposals for youth services to be funded by multiple funding sources as appropriate and resulting in annual cost reimbursement contracts, renewable through the PY 2004 – 2006 solicitation period.

745 Franklin Street, Suite 200 • San Francisco, CA 94102-3228
Telephone 415.923.4003 • Fax 415.923-6966
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1650 Mission Street, Suite 300 • San Francisco, CA 94103-2490
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TDD 800.735.2929 (CRS)

CALENDAR

EVENT	DATE
Staff Recommendations to Youth Council	February 12, 2004
Youth Council approval of RFP program design and selection criteria per WISF Board approval subject to contingencies.	February 19, 2004
Announcement and Issuance of RFP and schedule	February 20, 2004
Bidders Conference/Technical Assistance Workshop	February 26, 2004
Due date for Proposals	April 2, 2004 by 5:00 PM
Proposal review	April 2, 2004 to April 19, 2004
Joint review with DCYF & PIC Staff	April 21 – 22, 2004
PIC Staff Funding Recommendations	April 27, 2004
Youth Council Approval	May 4, 2004
Executive Committee Approval	May 12, 2004
Issue Letters of Intent to Subcontractors	mid-May 2004
Contract Negotiations	mid-May 2004 to June 30, 2004
* Mayor/Workforce Investment San Francisco Board (WISF) approval of Funding Recommendations	June 16, 2004
Contract Begins	July 1, 2004
Contract Ends	June 30, 2005

*The Board of Directors may be asked to act for the Private Industry Council of San Francisco, Inc. at an earlier date.

Attachment 1

PROGRAM REQUIREMENTS

I. YOUTH COUNCIL VISION

The Youth Council's vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25. The Youth Councils mission and purpose is to ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

II. YOUTH DEVELOPMENT PRINCIPLES

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development.

A. These needs include but may not be limited to:
   - A sense of safety and structure
   - Belonging and membership
   - Self-worth and ability to contribute
   - Independence and control over one's life
   - Closeness and several good relationships
   - Competency and mastery

In addition, programmatically the Youth Council's vision includes:

- *Adult Support/caring and knowledgeable Adults* – Effective youth initiatives connect young people with adults who care about them and who serve as role models.
- *Structure and Expectations* – Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.
- *Creative forms of learning* – Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary education or employment.
- *Holistic approach* – Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of many behavioral indications of deeper problems manifested by young people.
- *Youth as resources* – Programs should move away from focusing on eliminating youth deficits to supporting youth assets.
- *Implementing quality* – Programs clearly work better when they are thought through and well managed.
- *Follow-up Services* – Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

III. PROGRAM DESIGN

A. Provide participants with an objective assessment of the academic levels, skill levels and service needs, which shall include:

- A review of basic skills
- Occupational skills
- Prior work experience
- Employability
- Interests
- Aptitudes (including interests and aptitude for nontraditional jobs)
- Supportive service and developmental needs

B. Develop service strategies for each participant that shall identify:

- A goal to return to school/High School for completion or to achieve a High School Diploma equivalency (Note: If equivalency is the goal, then the assessment must clearly explain why return to school/High School for completion is not realistic)
- An employment goal (including, if appropriate, nontraditional employment)
- Appropriate achievement objectives
- Appropriate services for the participant taking into account the assessment

C. Provide for participants:

- Preparation for postsecondary education opportunities in appropriate cases
- Strong linkages between academic and occupational learning

- Preparation for unsubsidized employment in appropriate cases
- Effective connections to intermediaries with strong links to
    - The job market
    - Local and regional employers

IV. PROGRAM ELEMENTS

WIA Youth programs shall provide elements consisting of:

- Tutoring, study skills training or remedial education to address academic deficits, and instruction leading to completion of secondary school, including dropout prevention strategies
- Alternative secondary school and GED preparatory placement
- Summer employment opportunities that are directly linked to academic and occupational learning
- Paid and unpaid work experiences including internships and job shadowing
- Occupational skills training as appropriate
- Leadership development and community service opportunities which may include community service and peer-centered activities encouraging responsibility and other positive social behaviors during non-school hours, as appropriate
- Supportive services
- Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months
- Follow up services for up to twelve (12) months after completion of participation, as appropriate
- Comprehensive guidance and counseling including substance abuse, mental health and other issues as needed.

PROGRAM ELIGIBILITY

- Youth not less than 14 and not more than 21 years old
- Be authorize to work in the United States
- Males 18 and above must be registered as required under the Selective Service Act
- Meet the San Francisco Substandard Income Criteria (low-income); and
- Is an individual who is one or more of the following:
  - Basic Literacy Skills Deficient
  - Homeless or Runaway
  - School Dropout
  - Foster Child
  - Pregnant or Parent
  - Offender
  - Disabled, including learning disability
  - Individuals with educational attainment that is one or more grade levels below the grade level appropriate to the age of the individuals
  - Other locally defined barriers by the WISF Board that would require an individual additional assistance to complete an educational program or to secure and hold employment:
    1. a student enrolled in special education
    2. a student maintaining less than a "C" average
    3. a truant (one who stays out of school without permission)
    4. a person with limited English proficiency
    5. a non-custodial parent
    6. a person with a substance abuse problem
    7. a resident of an Enterprise Community
    8. a resident of public housing or member of a family receiving Section 8 rental assistance
    9. an emancipated youth
    10. a youth who has not held a job for more than 13 weeks in the last 12 months (for older youth)

PERFORMANCE MEASURES

YOUTH AGES: 14 – 18

- Attainment of basic skills and, as appropriate, work readiness or occupational skills (skill attainment = goals attainment);
- Attainment of secondary school diplomas and their recognized equivalents;
- Placement and retention in post-secondary education or advanced training, or placement and retention in military service, or employment, including qualified apprenticeship;
- Return to school – secondary school

YOUTH AGES: 19 – 21

- Entry into unsubsidized employment, military service, or qualified apprenticeship;
- Retention in unsubsidized employment 6 months after entry into employment;
- Earnings received in unsubsidized employment 6 months after entry into employment;
- Return to school – secondary school;
- Attainment of a recognized credential relating to achievement of educational or occupational skills;
- Entry into post-secondary education or advanced training;
- Customer satisfaction from youth and employers

SELECTION CRITERIA

	CRITERIA	POINTS
A.	**Program Design** • Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. • Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. • Incorporation of Youth Development Principles. • Consistency with Workforce Investment Act's program design requirements • Neighborhood-based • Youth/Parental/Adult Involvement	40
B.	**Organization and Coordination** • Evidence of providing culturally competent services • Leveraging other funds for program • Ability to provide comprehensive services through formal relationships with other providers	30
C.	**Services to Priority Population** • Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate; youth in juvenile justice and foster care systems; pregnant and parenting teens) • Ability to recruit priority population	20
D.	**Administration and Financial Management** • Prior experiences in managing public and private grants • Program evaluation • Participant record keeping	10

WORKFORCE INVESTMENT SAN FRANCISCO BOARD YOUTH COUNCIL

STRATEGIC PRIORITIES

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework: [1]

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;
- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
- competency and mastery

---

[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

* health
* personal/social
* knowledge
* reasoning and creativity
* vocation
* citizenship

Basic Youth Development Principles

Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the WIA 10 elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Adult Support/caring and knowledgeable Adults

Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations

Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative forms of learning

Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic approach

Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as resources

Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation quality

Programs clearly work better when they are thought through and well managed.

Follow-up Services

Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:

Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:

To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.
III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.
IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.
V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.
VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

Workforce Investment San Francisco
Youth Council
2004 Meeting Dates*

Thursday, January 8, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, February 19, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, March 25, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, May 4, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, May 27, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, June 24, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, August 26, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, September 23, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, October 28, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, November 18, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, December 16, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

*Dates and locations are subject to change. Please refer to www.picsf.org for most recent updates.

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Local Workforce Investment Board for the City and County of San Francisco

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DRAFT MINUTES OF THE
FEBRUARY 19, 2004 MEETING OF THE
YOUTH COUNCIL OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

The meeting was held in the Born Auditorium, located at 170 Otis Street in San Francisco, California 94103.

PRESENT:
Ann Cochrane (Chair), Bea Harris, Liz Jackson-Simpson, Amy Jones, Dan Whooley, Cedric Yap

PIC STAFF:
Alfredo Fajardo, Glenda Gutierrez, Irene Kaufman, Robert Schwab, David Taylor, Evie Valle

PUBLIC:
Glenn Eagleson, DCYF; Paul Gibson, Jewish Vocational Service; Ximena Montes, Arriba Juntos; Norma Rodriquez, Family School; Spencer Tolliver, Youth Chance High School; Carole Vigne, Mission Language and Vocational School; John Williams, Young Community Developers

Chair Cochrane convened the meeting at 5:00 pm without a quorum present.

The decision was made to use this time as a vetting session and review agenda item 3.

Item 3: Discussion of the PY 04-06 Youth Services Request for Proposals Solicitation Framework

Questions raised by Council members included:
(Ann Cochrane) In Section III **Program Design**: What is going to be used as the assessment tool, and what is meant by "objective"?
(Robert Schwab) DCYF plans are that once it is decided who the funded agencies will be, they would be called in and give input as to what the best designed tools to use would be, and PIC would join in that process.
(Ann Cochrane) The proposed "review of basic skills" would be as defined by what? Does that need to be made clearer?
(Robert Schwab) "Basic skills" are academic skills (numeracy, literacy, etc.). The RFP will explain.
(Liz Jackson-Simpson) Assessments need to be aligned with the proposed outcomes. Given the range in terms of ages and areas of focus of youth being served, there should be a range of tools to do the assessments.
(Robert Schwab) Suggest that our awardees participate in, along with DCYF awardees, the creation of a uniform joint assessment tool as a minimum, but we will allow flexibility beyond that, so an organization can test for the appropriateness of the service mix that they provide. Also, perhaps it needs to be provided in the bidders' conference to be able to provide guidance on "basic skills".
(Liz Jackson-Simpson) III. Program Design – Will there be a definition for the term "supportive services"?
(Robert Schwab) Examples are given in the budget narrative and budget form of the RFP. Will do additional clarification in the bidders conference as well.

(Ann Cochrane) **IV. Program Elements** – Do they have to provide all these elements or a subset of them?
(Robert Schwab) The statute requires at a minimum that every youth entering a WIA-funded program have an objective assessment with those elements, and individual service strategy, and based on that strategy be offered access to each of these ten elements as appropriate. If they do not provide that service themselves, there should be an arrangement whereby someone else can provide these services.
(Ann Cochrane) Under the Performance Measures, how are proponents going to be asked to track this?
(Robert Schwab) Some participant data is entered into a State database giving outcome measures. Some of this is captured as a process measure through expected outcomes. Returned to school is not a Federal measure, but reflects the Youth Council strategic planning priorities.
(Ann Cochrane) "Entry into post-secondary education or advance training" – Is 'entry' enough since there is post-entry follow-up? Do we want a 'retention' question?
(Robert Schwab) Often a person is going to complete that part of their life development way beyond the scope of a WIA youth program, so helping a youth to get to the point of getting to secondary education and/or advanced skills training is viewed by the Federal government as a positive outcome.

(Liz Jackson Simpson) **Program Eligibility** How much documentation will be needed around "other locally-defined barriers" in order to qualify for the program? Say, if a person were truant, would that require the agencies to prove that, with documentation from the School District?
(David Taylor/Robert Schwab) We can take applicant statements from the youth for truancy, and all the other listed barriers except foster youth status and disability status, which must be documented by an appropriate third party.
(Liz Jackson-Simpson) Will there be examples of what is expected for follow-up?
(Robert Schwab) Yes, there will be discussion and examples given.

(Liz Jackson-Simpson) Under **Selection Criteria** – What is the correlation between "neighborhood-based services" and the "program design"?
(Robert Schwab) One of the priorities of the Youth Council is "neighborhood-based services" and evidence of accessibility of these services for youth should be provided. We will look for how each proponent proposes to reach youth and the connection of their programs and services to that community, rather than which neighborhoods are identified.

(Liz Jackson-Simpson) **Services to Priority Population** How are we asking proponents to demonstrate effectiveness in serving designated populations? How will reviewers know the track records of these proponents and their ability to affect these populations?
(Ann Cochrane) The other issue is that we want to provide room for new programs. We need to assess track record, but also leave the door open for some new programs that might have the capacity.
(Robert Schwab) Because this is an open, broad competitive solicitation, it is our approach to evaluate on the basis of the proposal and the documentation that is submitted with it, and to do this as objectively as possible. So the competence of the proponents will be closely examined. A question around the program design area may need to be divided to ask qualitatively, how are they going to serve the priority population, and relate to scoring in section C. This question could also be under "Organization and Coordination".
(Ann Cochrane) Under "Participant record keeping" does that refer to in-program and post-program and is it clear that there is a process to provide data collection?
(Robert Schwab) This refers to 'while active' and 'in follow-up'. There is extensive support for this process.

(Liz Jackson-Simpson) Under **Administration and Financial Management**, the term “program evaluation” means…?
(Robert Schwab) A self-evaluation – we want to know how programs measure their own effectiveness, tracking and measuring their success.

Public Comments
Spencer Tolliver (Youth Chance High School) voiced support of assessment flexibility. He also asked if the Youth Opportunity Grant funds are being RFP’d and if certification/eligibility were the same.

[Robert Schwab – No. We anticipate using WIA 1B funds under this solicitation and those require family income eligibility.]

Paul Gibson (Jewish Vocational Service) concurred with the previous speaker about testing instrument flexibility as being the best means to determine needs of disabled youth. The speaker also stated the RFP should ask for proponent’s experience serving target population.

Glenda Gutierrez (Private Industry Council of San Francisco) spoke about the importance of the follow-up element to ensure the youth continue to remain connected.

Robert Schwab – we need to begin thinking about resources for youth 21 years and older to realize ‘a connection by 25’ goal.

Meeting was adjourned at 6:00 pm.

All written material distributed at the meeting is posted on the Private Industry Council’s website, www.picsf.org, and incorporated by reference herein.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

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Date:	Thursday, February 26, 2004
Time:	4:00 p.m. – 6:00 p.m.
Location:	SF Department of Human Services 170 Otis Street, Born Auditorium San Francisco CA 94103

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Sunshine Ordinance Task Force
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Issued: Friday, February 20, 2004

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PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, FEBRUARY 26, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Minutes for January 8, 2004 Youth Council *(Action Item)**
3. Adoption of PY 04 – PY 06 Youth Services Request for Proposals Solicitation Framework: Calendar, Program Requirements, Program Eligibility, Performance Measures and Selection Criteria *(Action Item)**
4. Youth Opportunity San Francisco (YO!SF) Sustainability (Discussion Item)
5. Adoption of 2004 Youth Council Meeting Calendar *(Action Item)**
6. Public Testimony on Non-Agenda Items (Discussion Item)
7. Future Agenda Items (Discussion Item)
8. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating
employment
opportunities

TO: YOUTH COUNCIL MEMBERS **DATE:** FEBRUARY 12, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: PY 04 – PY 06 Youth Services Request for Proposals Solicitation Framework: Calendar, Program Requirements, Program Eligibility, Performance Measures and Selection Criteria

ACTION REQUESTED

The Youth Council is asked to approve a Youth Services Request for Proposals Solicitation Framework, which includes: Calendar (Attachment 1), Program Requirements, Program Eligibility, Performance Measures and Selection Criteria (Attachment 2).

BACKGROUND

The Workforce Investment Act requires that local Workforce Investment Boards identify eligible providers of youth activities by awarding grants or contracts on a competitive basis, based on the recommendations of the Youth Council, to selected youth services providers to carry out youth activities consistent with requirements of the Act. In addition, the Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth services system.

The Youth Council recently concluded a strategic planning process that articulated a vision, mission and purpose of a comprehensive youth services system built on a youth development framework. The plan outlines primary and supportive strategies to achieve that vision including an emphasis on high school graduation or certification and focus on occupational preparation that leads to youth employment and a successful transition to adulthood.

The Youth Council's strategic priorities were integrated with the WIA youth services program requirements and design criteria to form a solicitation framework. That framework attempts to address both the minimum WIA requirements while encouraging proposals that contribute to the Youth Council's vision of a comprehensive and coordinated system of care. The solicitation framework was also developed to allow for the greatest possible alignment with the request for proposals planned by the San Francisco Department of Children, Youth and Their Families. (Attachment 3)

RECOMMENDATION

The staff recommends that the Youth Council adopt, subject to approval of the WISF Board, the attached solicitation framework, which includes: calendar, program requirements, program eligibility, performance measures and selection criteria and that staff are accordingly authorized to release a request for proposals for youth services to be funded by multiple funding sources as appropriate and resulting in annual cost reimbursement contracts, renewable through the PY 2004 – 2006 solicitation period.

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CALENDAR

EVENT	DATE
Staff Recommendations to Youth Council	February 12, 2004
Youth Council approval of RFP program design and selection criteria per WISF Board approval subject to contingencies.	February 26, 2004
Announcement and Issuance of RFP and schedule	February 27, 2004
Bidders Conference/Technical Assistance Workshop	March 4, 2004
Due date for Proposals	April 6, 2004 by 5:00 PM
Proposal review	April 6, 2004 to April 19, 2004
Joint review with DCYF & PIC Staff	April 21 – 22, 2004
PIC Staff Funding Recommendations	April 27, 2004
Youth Council Approval	May 4, 2004
Executive Committee Approval	May 12, 2004
Issue Letters of Intent to Subcontractors	mid-May 2004
Contract Negotiations	mid-May 2004 to June 30, 2004
* Mayor/Workforce Investment San Francisco Board (WISF) approval of Funding Recommendations	June 16, 2004
Contract Begins	July 1, 2004
Contract Ends	June 30, 2005

*The Board of Directors may be asked to act for the Private Industry Council of San Francisco, Inc. at an earlier date.

PROGRAM REQUIREMENTS

I. YOUTH COUNCIL VISION

The Youth Council's vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25. The Youth Councils mission and purpose is to ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

II. YOUTH DEVELOPMENT PRINCIPLES

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development.

A. These needs include but may not be limited to:

- A sense of safety and structure
- Belonging and membership
- Self-worth and ability to contribute
- Independence and control over one's life
- Closeness and several good relationships
- Competency and mastery

In addition, programmatically the Youth Council's vision includes:

- *Adult Support/caring and knowledgeable Adults* – Effective youth initiatives connect young people with adults who care about them and who serve as role models.
- *Structure and Expectations* – Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.
- *Creative forms of learning* – Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary education or employment.
- *Holistic approach* – Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of many behavioral indications of deeper problems manifested by young people.
- *Youth as resources* – Programs should move away from focusing on eliminating youth deficits to supporting youth assets.
- *Implementing quality* – Programs clearly work better when they are thought through and well managed.
- *Follow-up Services* – Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

III. PROGRAM DESIGN

A. Provide participants with an objective assessment of the academic levels, skill levels and service needs, which shall include:

- A review of basic skills
- Occupational skills
- Prior work experience
- Employability
- Interests
- Aptitudes (including interests and aptitude for nontraditional jobs)
- Supportive service and developmental needs

B. Develop service strategies for each participant that shall identify:

- A goal to return to school/High School for completion or to achieve a High School Diploma equivalency (Note: If equivalency is the goal, then the assessment must clearly explain why return to school/High School for completion is not realistic)
- An employment goal (including, if appropriate, nontraditional employment)
- Appropriate achievement objectives
- Appropriate services for the participant taking into account the assessment

C. Provide for participants:

- Preparation for postsecondary education opportunities in appropriate cases
- Strong linkages between academic and occupational learning

- Preparation for unsubsidized employment in appropriate cases
- Effective connections to intermediaries with strong links to
    - The job market
    - Local and regional employers

IV. PROGRAM ELEMENTS

WIA Youth programs shall provide elements consisting of:

- Tutoring, study skills training or remedial education to address academic deficits, and instruction leading to completion of secondary school, including dropout prevention strategies
- Alternative secondary school and GED preparatory placement
- Summer employment opportunities that are directly linked to academic and occupational learning
- Paid and unpaid work experiences including internships and job shadowing
- Occupational skills training as appropriate
- Leadership development and community service opportunities which may include community service and peer-centered activities encouraging responsibility and other positive social behaviors during non-school hours, as appropriate
- Supportive services
- Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months
- Follow up services for up to twelve (12) months after completion of participation, as appropriate
- Comprehensive guidance and counseling including substance abuse, mental health and other issues as needed.

PROGRAM ELIGIBILITY

- Youth not less than 14 and not more than 21 years old
- Be authorize to work in the United States
- Males 18 and above must be registered as required under the Selective Service Act
- Meet the San Francisco Substandard Income Criteria (low-income); and
- Is an individual who is one or more of the following:
    - Basic Literacy Skills Deficient
    - Homeless or Runaway
    - School Dropout
    - Foster Child
    - Pregnant or Parent
    - Offender
    - Disabled, including learning disability
    - Individuals with educational attainment that is one or more grade levels below the grade level appropriate to the age of the individuals
    - Other locally defined barriers by the WISF Board that would require an individual additional assistance to complete an educational program or to secure and hold employment:
        1. a student enrolled in special education
        2. a student maintaining less than a "C" average
        3. a truant (one who stays out of school without permission)
        4. a person with limited English proficiency
        5. a non-custodial parent
        6. a person with a substance abuse problem
        7. a resident of an Enterprise Community
        8. a resident of public housing or member of a family receiving Section 8 rental assistance
        9. an emancipated youth
        10. a youth who has not held a job for more than 13 weeks in the last 12 months (for older youth)

Attachment 2

PERFORMANCE MEASURES

YOUTH AGES: 14 – 18

- Attainment of basic skills and, as appropriate, work readiness or occupational skills (skill attainment = goals attainment);
- Attainment of secondary school diplomas and their recognized equivalents;
- Placement and retention in post-secondary education or advanced training, or placement and retention in military service, or employment, including qualified apprenticeship;
- Return to school – secondary school

YOUTH AGES: 19 – 21

- Entry into unsubsidized employment, military service, or qualified apprenticeship;
- Retention in unsubsidized employment 6 months after entry into employment;
- Earnings received in unsubsidized employment 6 months after entry into employment;
- Return to school – secondary school;
- Attainment of a recognized credential relating to achievement of educational or occupational skills;
- Entry into post-secondary education or advanced training;
- Customer satisfaction from youth and employers

SELECTION CRITERIA

	CRITERIA	POINTS
A.	**Program Design** • Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. • Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. • Incorporation of Youth Development Principles. • Consistency with Workforce Investment Act's program design requirements • Neighborhood-based • Youth/Parental/Adult Involvement	40
B.	**Organization and Coordination** • Evidence of providing culturally competent services • Leveraging other funds for program • Ability to provide comprehensive services through formal relationships with other providers	30
C.	**Services to Priority Population** • Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate; youth in juvenile justice and foster care systems; pregnant and parenting teens) • Ability to recruit priority population	20
D.	**Administration and Financial Management** • Prior experiences in managing public and private grants • Program evaluation • Participant record keeping	10

WORKFORCE INVESTMENT SAN FRANCISCO BOARD YOUTH COUNCIL

STRATEGIC PRIORITIES

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework: [1]

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;
- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
- competency and mastery

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[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

- * health
- * personal/social
- * knowledge
- * reasoning and creativity
- * vocation
- * citizenship

Basic Youth Development Principles

Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the WIA 10 elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Adult Support/caring and knowledgeable Adults

Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations

Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative forms of learning

Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic approach

Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as resources

Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation quality

Programs clearly work better when they are thought through and well managed.

Follow-up Services

Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:

Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:

To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.
III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.
IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.
V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.
VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

Workforce Investment San Francisco
Youth Council
2004 Meeting Dates*

Thursday, January 8, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, February 19, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, March 25, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, May 4, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

Thursday, May 27, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, June 24, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, August 26, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, September 23, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, October 28, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, November 18, 2004

4:00 p.m. – 6:00 p.m.

1650 Mission Street, 2nd Floor Classroom TBD

Thursday, December 16, 2004

4:00 p.m. – 6:00 p.m.

170 Otis Street, Born Auditorium

*Dates and locations are subject to change. Please refer to www.picsf.org for most recent updates.

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Local Workforce Investment Board for the City and County of San Francisco

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DRAFT MINUTES OF THE THURSDAY, FEBRUARY 26, 2004 MEETING OF THE YOUTH COUNCIL OF THE WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

The meeting was held in Born Auditorium, located at 170 Otis Street, Street in San Francisco, California 94103.

PRESENT:
Ann Cochrane (Chair), Bea Harris, Vanessa Johnson, Linda Rosel, Dana Serleth, Kar Yin Tham, Barbara Thompson, Cedric Yap

PIC STAFF:
Alfredo Fajardo, Glenda Gutierrez, Irene Kaufman, Robert Schwab, David Taylor, Evie Valle

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PUBLIC:
Paul Gibson, Jewish Vocational Services; Christina Glanedo, Mission Language & Vocational School; Ximona Montes, Arriba Juntos; Janetta Nartey, The Family School; Andrew Niklaus, Larkin Street Youth Services; Norma Rodriguez, The Family School; Spencer Tolliver, Youth Chance High School; John Williams, Young Community Developers

Chair Cochrane convened the meeting at 4:12 pm with a quorum present.

Item 1: Motion to adopt the agenda
Motion to adopt the agenda was made by Dana Serleth, and seconded by Vanessa Johnson.

Ayes: Bea Harris, Vanessa Johnson, Linda Rosel, Dana Serleth, Kar Yin Tham, Barbara Thompson, Cedric Yap

Nays: (none); Abstentions: (none); Motion Passed.

Item 2: Adoption of Minutes for January 8, 2004 Youth Council
Motion to adopt the minutes was made by Kar Yim Tham, seconded by Vanessa Johnson.

Ayes: Bea Harris, Vanessa Johnson, Linda Rosel, Dana Serleth, Kar Yin Tham, Barbara Thompson, Cedric Yap

Nays: none

Item 3: Adoption of PY 04 – PY 06 Youth Services Request for Proposals Solicitation Framework: Calendar, Program Requirements, Program Eligibility, Performance Measures and Selection Criteria
Ann Cochrane reviewed the notes taken from the RFP discussion held at the last Youth Council at which a quorum had not been reached (see attached).

Discussion continued on elements of the proposed Request for Proposal as follows:

Section III (Program Design)
(Kar Yim Tham) Relative to the goal of high school/GED completion, is the goal to go through an educational assessment to identify educational goals for a youth, or specifically for them to "return to school/High School for completion or to achieve a High School Diploma equivalency"?

(Robert Schwab) The WIA requires an independent, objective assessment for every youth that is enrolled in the program. It is our belief, depending on the age-appropriateness and the individual circumstance for the youth, that if they are not high school completers, or perhaps do not have an equivalency and are beyond high school age, there ought to be an educational goal. There may be some circumstances where that is irrelevant, but that seems like that would be very, very rare indeed.

(Kar Yin Tham) The wording as it stands makes it appear that no matter what the age or circumstances, we want the person to return to high school, rather than a broader educational goal.

(Dana Serleth) So do we want every participant to return to school in some way, shape or form?

(Robert Schwab) Not necessarily.

(Dana Serleth) This is how it currently reads. In a previous meeting we had discussed wanting everyone to complete high school or get a GED by age 25, and to generate an interest in on-going education.

(Robert Schwab) I think we can make an adjustment here, and that is point well taken. This seems to be rather narrow and exclusive to high school equivalency. What we're trying to do here is if there is a youth who has not completed, there should be something in their plan that explains why that is not a goal. If this is a 17-year old youth who wants to go into n occupational skills class, if they are a dropout without a high school equivalency, it is likely they are not going to be allowed enter any of the trades. So how can we not have a goal without high school completion? We are not going to honor a program that is just doing one stand-alone skills training set unless they are looking at the needs of that youth more comprehensively and really preparing them for what is necessary to enter a trade or skill. We would need some analysis on the part of the organization that a typical career path in a specific area does not require a high school completion or equivalency and to the extent that it does require completion, it would be a real disconnect.

(Dana Serleth) Suggested language would be that, "A goal for non-completers to return to school/high school for completion. Then add to the end of that service strategy, language about, "for completers, a goal to enter post-secondary education".

(Ann Cochrane) The point here is that there are young adults for whom reading at a first or second grade level means that it would literally be a full-time effort, in which case they shouldn't be enrolled in this program – they should be enrolled in something else. If an organization has done an assessment and they know that this is the level at which someone is reading or has math skills, then they should still have a plan to help improve them, but completion is probably not likely.

(Robert Schwab) So this will be changed to reflect that this is not a required goal, but that there has to be a goal or an explanation why high school completion is not a goal.

(Kar Yin Tham) What are "appropriate achievement objectives"?

(Robert Schwab) Enrollment in a WIA youth program requires the setting of certain goals. So we have talked about the academic goal, there may be employment goals, and there may be other skill attainment objectives that are around, say, a particular employment goal. That is entered into the plan for the youth and completion of that has to be reported. The word "objectives" can be changed to "goals".

"Program Elements" are taken right out of the Workforce Investment Act, are pretty comprehensive, and at a minimum these are required.

"Performance Measures" are defined by the legislation as well, but what we have added is the "return to school" requirement for both the 14-18 year olds and the 19-21 year olds. The "completion" was already a WIA performance measure, but we want to be able to measure and track funded organizations on the number of youth they enroll that are out of school that they return to school. It is not a required Federal measures, but if it is an appropriate goal for a youth, we want to build a measure and give appropriate credit to organizations that help them do that.

(Dana Serleth) Can we just delete "secondary school" from the language, and just have it be "Returned to school"?

(Robert Schwab) For the 14-18 year olds it can be changed to "Return to school" and for the 19-21 year olds, changed to "post-secondary school".

Selection Criteria

(Robert Schwab) These are staff recommendations -- a starting point for discussion. A point of clarification: these are obviously major groupings in terms of proposal analysis, not too unlike what you helped staff to develop with our mid-cycle funding process. We are going to have a series of questions and/or or 'evidence provided' requirements that each have a certain set of points that would sum to 100. Each element will have a series of questions around it, with some minimum or maximum range of points. We did not provide that here because we felt that that would get to be so detailed, although what we felt we have provided are the major analysis elements of that grouping, and we can certainly break up into whatever you think these areas should be worth into more specific sub-goals. Program Design is the biggest one, and is how well the program is designed to meet the needs of the youth they target, how responsive they are to the primary and supportive strategies adopted by this Youth Council, etc. Organization and Coordination relates to those other things that you'd identified as perhaps supportive strategies or conditions in which we would like to see in a complete youth service delivery system. Services to the Priority Population – we would want to see evidence of how well each proposal aligns to these. While WIA identifies 'eligible' youth to be served with these funds the Youth Council, in its strategic plan, identified priority groups within that broader eligible population. These selection criteria will award points on the basis of the proponents' ability to effectively recruit and serve these priority groups. Then the lowest number of points is assigned to Administration and Financial Management.

(Kar Yin Tham) In terms of 'Priority Population" – we had had a prior discussion about 'at-risk youth'. Is that a separation list?

(Robert Schwab) The original working had been, "out of school or at risk not to graduate". That had been transposed to the typical language of at-risk youth: "Those that are in school but not on track to graduate, those who have dropped out of school, foster youth, in the Juvenile Justice system, pregnant and parenting teens."

Public Testimony on Item 3:
Spencer Tolliver (Youth Chance High School) Expressed concern that there would be a way to explain why a youth would not have to have/need a high school education. High school education opens doors to professional advancement. Such youth would be missing skills other programs may not be able to give, and was concerned that the message being conveyed might be that these youth have “a ceiling on their ability”, and we don’t want to create “working poor”. Therefore believes that high school completion, or its equivalent, should be part of the program, even for the 19-21 year olds. The particular program asking for money does not necessarily have to provide the services, but can refer them and find the resources for them to complete.

Paul Gibson (Jewish Vocational Services) expressed the view that it is important to encourage all our youth to go back to high school go or on to post-secondary education and to provide some time of educational counseling around that. He also noted that the length of the program might not be as long as the youth’s process in school. There will also be some youth who do not want to go back to school, even with educational counseling and support, and he would not want to preclude youth from getting important employment and vocational services because they refuse to go back to school.

(Spencer Tolliver) did not see the “low income” requirement in the section on Selection Criteria – Services to Priority Population.

(Robert Schwab) The Youth Council had had a discussion around limited funds – should they focus on certain priority populations all within the Federally allowed eligibility criteria. Ninety-five percent of those identified within the Services to Priority Population have to be a low-income youth (i.e., family income has to be below a Department of Labor standard) and meet all the other eligibility requirements. We allow a 5% window for non-income eligible youth, if they meet one or more of the identified barriers also listed on that page. Staff will put a note in the RPF that this is not to the exclusion of the required eligibility requirements, and make some reference back to these requirements.

(Paul Gibson) Wanted to follow up on a comment from a previous meeting – was there anywhere on the selection criteria that was going to specify past or successful experience providing programs and services to a targeted population?

(Robert Schwab) We made note of that and there are questions in the Program Design in which we are going to ask for evidence of their ability to serve that population, experience and expertise in addressing the needs of that identified population, how the reflective the program design is of the needs of that population, etc.

Motion was made by Barbara Thomas and seconded by Vanessa Johnson to accept the RFP as amended and directed.

Ayes: Bea Harris, Vanessa Johnson, Linda Rosel, Dana Serleth, Kar Yin Tham, Barbara Thompson, Cedric Yap

Nays: none

Item 4: Youth Opportunity San Francisco (YO!SF) Sustainability (Discussion Item)
A presentation was made Glenda Gutierrez, Associate Vice President of Youth Collaboratives gave a PowerPoint presentation of an overview of the Youth Opportunity San Francisco program.

Item 5: Adoption of 2004 Youth Council Meeting Calendar
Discussion to take a two-month break in the summer, and the November and December dates will be the third rather than the fourth Thursday of the month, to accommodate the holidays.

Motion was made by Barbara Thomas and seconded by Cedric Yap to adopt the Youth Council calendar with recommended changes.

(Dana Serleth) Requested that any future edits to the Youth Council calendar be distributed as documents that have "Deleted" next to the ones that have been deleted, and a box around the new proposed dates, so where changes are made are clearly noted.

Item 6: Public Testimony on Non-Agenda Items (Discussion Item)

None

Item 7: Future Agenda Items (Discussion Item)

Continued discussion on the sustainability of the Youth Opportunity (YO!SF) program.

Item 8: Adjournment

Motion was made by Barbara Thompson and seconded by Cedric Yap to adjourn the meeting.

Meeting was adjourned at 5:50 pm.

All written material distributed at the meeting is posted on the Private Industry Council's website, www.picsf.org, and incorporated by reference herein.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date:	Thursday, March 25, 2004
Time:	4:00 p.m. – 6:00 p.m.
Location:	Department of Human Services Born Auditorium 170 Otis Street San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us

The Sunshine Ordinance is also available online at: www.sfgov.org/site/sunshine_index.asp?id=4673

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Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: sfgov.org/ethics.

Issued: Thursday, March 18, 2004

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, MARCH 25, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of the Youth Council Minutes from the Meeting Held on February 19, 2004 and February 26, 2004 *(Action Item)**
3. Adoption of Set Aside of WIA Youth Funds to Support System Capacity Building and Supportive Strategies *(Action Item)**
4. Addition of Qualified Vendor to Vendors List (*Action Item*)*
5. Youth Opportunity San Francisco (Discussion Item)
6. Public Testimony on Non-Agenda Items (Discussion Item)
7. Future Agenda Items (Discussion Item)
8. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

MEMORANDUM

TO YOUTH COUNCIL MEMBERS **DATE**: MARCH 25, 2004

FROM: PAMELA S. CALLOWAY, CHIEF OF STAFF

SUBJECT: ADDITION OF QUALIFIED VENDORS TO VENDORS LIST (AGENDA ITEM 4)

ACTION REQUESTED:

Youth Council approval to add the Staff recommended qualified vendors to the vendors list.

BACKGROUND

On November 15, 2001 the Youth Council approved the program design elements, evaluation criteria and schedule for a combined Request for Proposals (RFP) and Request for Qualifications (RFQ) solicitation.

On December 14, 2001 the Executive Committee, on behalf of the Workforce Investment San Francisco, (WISF) Board, ratified the Youth Council's action and on December 17, 2001 staff issued the RFP and RFQ.

On July 10, 2002, the WISF Executive Committee ratified the June 27, 2002 action of the Youth Council to issue a continuous solicitation of statements of qualifications containing the same design elements, program requirements, and selection criteria as the RFQ issued on December 14, 2001, without a due date.

RECOMMENDATION

Staff have reviewed all Statements of Qualifications submitted to the PIC, has determined the vendors to be eligible to receive WIA Title 1D funds and recommends the vendors listed on Table I to be added to the youth vendors list.

PIC STAFF RECOMMENDATIONS
WORKFORCE INVESTMENT ACT (WIA)
YOUTH SERVICES
ADDITION TO THE INDIVIDUAL REFERRAL VENDOR LIST

#	Proponent	Proposed Activity	Unit Price	Approved
177	**AcademyX** 601 Montgomery Street, Ste 601 San Francisco, CA 94111 (415)392-8024	**Web Designer Program** is a three month, two nights per week training program. The program includes practical information about creating dynamic web sites, obtaining clients and search engine optimazation.Class size is limited to eight students. Each student gets their own PC and workstation during the class. Instructor mentoring, follow-up support and guidance will be provided. Class schedule is Monday and Wednesday evening from 6-9pm; students learn how to use HTML, Dreamweaver, FrontPage, Flash and Photoshop.	$1,950	YES
		Web Developer Program is a three month, two nights per week training program. The program includes practical information about creating dynamic web sites, obtaining clients and search engine optimazation.Class size is limited to eight students. Each student gets their own PC and workstation during the class. Instructor mentoring, follow-up support and guidance will be provided. Class schedule is Tuesday and Thursday evening from 6-9pm; students learn how to use HTML, ASP, JavaScript, PHP, Coldfusion, SQL and Access.	$1,950	YES
178	**Streetside Stories, Inc.** 1360 Mission St., Suite 200, Rm. 8 San Francisco, CA. 94103 (415)864-5221	Literacy arts courses given after school or as summer courses, designed to meet the needs of young people struggling to transition into or complete high school and to attain basic literacy. The curriculum uses theater performance and creative writing in order to build students' self-esteem, motivation, critical thinking and academic skills. Each course will meet for 1.5 hours once a week for four weeks. The program addresses Title 1D program elements by building stong peer relationships among youth and mentoring relationships with course facilitators, and by using a curriculum that emphasizes peer support and group work.	$1,000	YES
179	**Poor Magazine** 255 9thStreet San Francisco, CA. 94103 (415)863-6306	The Digital Resistance/POOR Press program is designed to provide basic skills, drop-out prevention, work readiness, customized occupational training, education and internships in media, multi-media and publishing to to low-income and/or homeless youth. Publishing of art and media are used as a catalyst to inspire, engage and educate youth faciing barriers to education and employment. Classes meet Tuesday and Thursday after school 4-7PM. Program cycles are for 12 weeks.	$2,200	YES
180	**Poor Magazine** 255 9thStreet San Francisco, CA. 94103 (415)863-6306	Subsidized Internships that act as a companion to the POOR Press/Digital Resistance Program at POOR Magazine. When each youth graduates the training program (12 weeks) they would be able to particpate in paid internships at POOR (10 hours per week) at $10.00 per hour. Each internship includes on-the-job training in advanced design and publishing applications as well as "work experience" and portfolio development. Internships last for three months. Each student would be acting as a classroom mentor to other youth participants as well as creating an on-line and print publication for POOR Magazine.	$1,900	YES

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Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date:	Tuesday, May 4, 2004
Time:	4:00 p.m. – 6:00 p.m.
Location:	SF Department of Human Services Born Auditorium 170 Otis Street San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

74.50
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AGENDA APPEARS ON THE REVERSE SIDE

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Issued: Tuesday April 27, 2004

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Telephone 415.431.8700 • Fax 415.431-8702
TDD 800.735.2929 (CRS)

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
TUESDAY, MAY 4, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on February 19, 2004 and February 26, 2004 (*Action Item*)*
3. Adoption of Set Aside of WIA Youth Funds to Support System Capacity Building and Supportive Strategies (*Action Item*)*
4. Adoption of Addition of Qualified Vendor to Vendors List (*Action Item*)*
5. Recommendations for WIA Title 1B Youth Service Subcontractors for Program Year 2004-2005 (*Discussion and Action Item*)*
6. Future Agenda Items *(Discussion Item)*
7. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

MEMORANDUM

TO: WISF YOUTH COUNCIL MEMBERS **DATE:** APRIL 27, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: ALLOCATION OF WIA TITLE 1B (FORMULA) YOUTH FUNDS TO SUPPORT SYSTEM CAPACITY BUILDING AND SUPPORTIVE STRATEGICS IDENTIFIED IN THE YOUTH COUNCIL'S STRATEGIC PRIORITIES (AGENDA ITEM 3)

ACTION REQUESTED

Staff recommends that the Youth Council approve the set aside of $25,000 of WIA 1B youth funds to support system capacity building and other supportive strategies identified in the Youth Council Strategic Priorities document and direct staff to develop a plan. for the deployment of those funds.

BACKGROUND

After a lengthy planning process, the Youth Council adopted a vision, mission and purpose that encourages a comprehensive and coordinated system of care which provides a continuum of quality services, built on youth developments principles and prepares youth successful employment, academic and life choices by age 25. The Youth Council adopted a set of primary and supportive strategies to realize this vision. The supportive strategies, listed here, address several system issues.

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

In addition to the supportive strategies identified above, the plan identifies several conditions one would find in a comprehensive youth serving system and places heavy emphasis on services being delivered within a sound youth development framework. Staff anticipates capacity building activities to be directed to ensuring these conditions are present and that funded programs and their youth worker staffs receive information, training and support in youth development research, theory and practice.

The Youth council recently authorized the Private Industry Council to release a Request for Proposal (RFP) to obtain providers of direct services to youth. That RFP does not specify systems building activities beyond those that are typically provided through a direct to youth service program. In order to achieve some to the system goals or implement the identified supportive strategies, resources should be dedicated to and a plan developed for the systems building elements of the Youth Council Strategic Priorities.

The annual WIA 1B youth allocation for San Francisco Program Year 04-05 is $2,377,056 and carry over funds from 03-04 are estimated to be $213,000. Also, the Workforce Investment San Francisco Board makes an annual determination of the amount of WIA funds (which includes youth funds) to be contr1Buted to support the local One Stop system. Last year, after these determinations were made, $2,128,934 was available services with $1,893,934 allotted to subcontractor support, $200,000 to supportive services and $35,000 to capacity building/staff development.

Establishing a capacity building set aside at this time will allow the PIC staff to determine the amount available for subcontractor services and prepare funding recommendations resulting from the RFP process accordingly. Knowing the dollars available will also allow staff to develop a realistic plan for capacity building activities that will be brought back to the Youth Council for approval prior to any funds being committed.

RECOMMENDATION

Staff recommends that the Youth Council approve the set aside of $25,000 of WIA 1B youth funds to support system capacity building and other supportive strategies identified in the Youth Council Strategic Priorities document and direct staff to develop a plan for the deployment of those funds.

Attachment

WORKFORCE INVESTMENT SAN FRANCISCO BOARD
YOUTH COUNCIL

STRATEGIC PRIORITIES

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework: [1]

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;
- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
- competency and mastery

---

[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

* health
* personal/social
* knowledge
* reasoning and creativity
* vocation
* citizenship

Basic Youth Development Principles
Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the WIA 10 elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Adult Support/caring and knowledgeable Adults
Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations
Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative forms of learning
Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic approach
Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as resources
Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation quality
Programs clearly work better when they are thought through and well managed.

Follow-up Services
Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:

Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:

To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.
III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.
IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.
V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.
VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

MEMORANDUM

TO: YOUTH COUNCIL MEMBERS **DATE:** APRIL 27, 2004

FROM: PAMELA S. CALLOWAY, CHIEF OF STAFF

SUBJECT: ADDITION OF QUALIFIED VENDORS TO VENDORS LIST (AGENDA ITEM 4)

ACTION REQUESTED:

Youth Council approval to add the Staff recommended qualified vendors to the vendors list.

BACKGROUND

On November 15, 2001 the Youth Council approved the program design elements, evaluation criteria and schedule for a combined Request for Proposals (RFP) and Request for Qualifications (RFQ) solicitation.

On December 14, 2001 the Executive Committee, on behalf of the Workforce Investment San Francisco, (WISF) Board, ratified the Youth Council's action and on December 17, 2001 staff issued the RFP and RFQ.

On July 10, 2002, the WISF Executive Committee ratified the June 27, 2002 action of the Youth Council to issue a continuous solicitation of statements of qualifications containing the same design elements, program requirements, and selection criteria as the RFQ issued on December 14, 2001, without a due date.

RECOMMENDATION

Staff have reviewed all Statements of Qualifications submitted to the PIC, has determined the vendors to be eligible to receive WIA Title 1D funds and recommends the vendors listed on Table I to be added to the youth vendors list.

Table I

PIC STAFF RECOMMENDATIONS
WORKFORCE INVESTMENT ACT (WIA)
YOUTH SERVICES
ADDITION TO THE INDIVIDUAL REFERRAL VENDOR LIST

#	Proponent	Proposed Activity	Unit Price	Approved
177	**AcademyX** 601 Montgomery Street, Ste 601 San Francisco, CA 94111 (415)392-8024	**Web Designer Program** is a three month, two nights per week training program. The program includes practical information about creating dynamic web sites, obtaining clients and search engine optimazation.Class size is limited to eight students. Each student gets their own PC and workstation during the class. Instructor mentoring, follow-up support and guidance will be provided. Class schedule is Monday and Wednesday evening from 6-9pm; students learn how to use HTML, Dreamweaver, FrontPage, Flash and Photoshop.	$1,950	YES
		Web Developer Program is a three month, two nights per week training program. The program includes practical information about creating dynamic web sites, obtaining clients and search engine optimazation.Class size is limited to eight students. Each student gets their own PC and workstation during the class. Instructor mentoring, follow-up support and guidance will be provided. Class schedule is Tuesday and Thursday evening from 6-9pm; students learn how to use HTML, ASP, JavaScript, PHP, Coldfusion, SQL and Access.	$1,950	YES
178	**Streetside Stories, Inc.** 1360 Mission St., Suite 200, Rm. 8 San Francisco, CA. 94103 (415)864-5221	Literacy arts courses given after school or as summer courses, designed to meet the needs of young people struggling to transition into or complete high school and to attain basic literacy. The curriculum uses theater performance and creative writing in order to build students' self-esteem, motivation, critical thinking and academic skills. Each course will meet for 1.5 hours once a week for four weeks. The program addresses Title 1D program elements by building stong peer relationships among youth and mentoring relationships with course facilitators, and by using a curriculum that emphasizes peer support and group work.	$1,000	YES
179	**Poor Magazine** 255 9thStreet San Francisco, CA. 94103 (415)863-6306	The Digital Resistance/POOR Press program is designed to provide basic skills, drop-out prevention, work readiness, customized occupational training, education and internships in media, multi-media and publishing to to low-income and/or homeless youth. Publishing of art and media are used as a catalyst to inspire, engage and educate youth faciing barriers to education and employment. Classes meet Tuesday and Thursday after school 4-7PM. Program cycles are for 12 weeks.	$2,200	YES
180	**Poor Magazine** 255 9thStreet San Francisco, CA. 94103 (415)863-6306	Subsidized Internships that act as a companion to the POOR Press/Digital Resistance Program at POOR Magazine. When each youth graduates the training program (12 weeks) they would be able to particpate in paid internships at POOR (10 hours per week) at $10.00 per hour. Each internship includes on-the-job training in advanced design and publishing applications as well as "work experience" and portfolio development. Internships last for three months. Each student would be acting as a classroom mentor to other youth participants as well as creating an on-line and print publication for POOR Magazine.	$1,900	YES

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

MEMORANDUM

TO: WISF YOUTH COUNCIL MEMBERS **DATE:** APRIL 27, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: RECOMMENDATIONS FOR WIA TITLE IB YOUTH SERVICE SUBCONTRACTORS FOR PROGRAM YEAR 2004-2005 (AGENDA ITEM 5)

BACKGROUND

On April 21, 2004 the Workforce Investment San Francisco (WISF) Board ratified the February 27, 2004 Youth Council action to adopt the youth services solicitation framework including calendar, program requirements, program eligibility, performance measures and solicitation criteria for Workforce Investment Act (WIA) Title 1B and any other funds the WISF Board allocates to youth activities. On February 27, 2004, the PIC issued a Request for Proposals (RFP). The solicitation covers a period up to three years beginning with the effective date of the first agreement resulting from the solicitation.

SOLICITATION METHODOLOGY

Request for Proposals (RFP)
Required a detailed program description and budget to serve an identified number of youth (consistent with the program design and program elements requirements of WIA). A selected proposal will result in a cost reimbursement subcontract.

Proponents were encouraged to request the largest grant amount they could reasonably manage and to address the Youth Council's strategic priorities primarily and supportive strategies, as well as describe how youth development principles will be incorporated in their programs.

SOLICITATION RESPONSE

Request for Proposal (RFP)	44 proposals received 42 proposals
Total amount requested	$11,076,898

Two proposals were delivered to a PIC location not specified in the RFP with insufficient time allowed to deliver to the designated location. Staff requested a Determination of Eligibility and was informed by counsel we should not accept the improperly delivered proposals. The text of the letter sent to these proponents is attached.

Refer to Table I for a list of all proposals received.

REVIEW PROCESS FOR PROPOSALS

A diverse panel of reviewers was appointed to review proposals. These individuals included the Alameda Count WIB's Director of Youth Services, a San Mateo County youth services CBO representative, a Youth Assessment Specialist, three PIC staff, a Contra Cost County youth

worker, representatives of the San Francisco Unified District, the Department of Human Services, the Department of Environmental Justice, the United Way, EDD, and a Youth Commissioner. A PIC youth services Contract Administrator was assigned to each team to assist in the review process, but did not score proposals.

The 42 proposals were divided into five groups based on the order in which they were received and assigned to five teams of three reviewers who scored the applications according to the selection criteria and values adopted by the Youth Council. The review team met to aggregate proposal scores, averages were calculated for each criteria and a sum of the averages was determined.

Proposals were then sorted by average score. An analysis of average score ranking revealed that some review teams' average scores tended to be higher or lower than others. Proposals that received the highest or second highest score by two or more reviewers in each team were identified. Top-ranking proposals were integrated into the list of proposals listed by average score. In most cases, the highest-ranking proposals also had a high average score. Nevertheless, two proposals were identified as the best and one the second best in their respective groups. Staff believes this adjustment was necessary to ensure the highest quality proposals were properly ranked and considered for funding.

Staff subsequently met with the Department of Children, Youth and their Families (DCYF) to compare proponent lists. Those that applied to both the PIC and DCYF were reviewed for target populations, services expansion, resource needs and budget overlap. This information was used to establish tentative funding levels.

Finally, staff reconciled individual funding recommendations with the total funding available as approved by the WISF Board Finance Committee on April 26, 2004 and subsequent determination of an estimated FY 2003-2004 carryover.

Every effort was made to maximize the return on the dollar amount recommended based on the quality of the program as described in the proposal, the cost per youth served and the geographic and priority population distribution. This complex selection process did not always result in the recommendation of the highest scoring proposal.

STRATEGIC CONSIDERATIONS

The WIA requires that a minimum of 30% of WIA youth dollars be directed to out of school youth. The recommendations provide for a geographic diversity and will serve many low-income areas of San Francisco.

RECOMMENDATION

Staff recommends that $1,629,647 of WIA Title IB (Formula) funds be committed to the specific subcontractors as indicated in Table 1 for Program Year 2004-2005. It is further recommended that staff be authorized to jointly negotiate contracts with DCYF as appropriate to ensure an appropriate maintenance of effort and budget alignment. This recommendation is contingent on the continuing availability of WIA Title 1B youth funds in an amount necessary to meet current and future needs and obligations.

In the opinion of the reviewers, the proposals recommended for funding are responsive to the needs of eligible youth and present a sound strategy for meeting the Youth Council's strategic priorities and the WIA program goals.

NOTICE TO BIDDERS

Proponents should consider carefully the numerical details of the recommendation and determine if services can be delivered to the recommended number of participants for the dollars shown. If proponents are unable to accept this counter offer, they should inform the PIC (either orally, in writing or both) and may address the Youth Council at its public meeting on May 4, 2004. Failure to file a timely objection with the Youth Council could jeopardize subsequent appeals.

Proponents whose proposals are not recommended for a cost reimbursement subcontract may also appeal to the Youth Council at its public meeting. Proponents' comments should address the recommendations briefly and be prepared for a time limit on testimony.

The Youth Council will hold a public meeting on Tuesday, May 4, 2004 from 4:00 to 6:00 pm at the Born Auditorium, 170 Otis Street in San Francisco.

Attachments

cc: Proponents

April 28, 2004

Dear________:

The purpose of this letter is to notify you that the Private Industry Council of San Francisco, Inc. is unable to consider the response you or your representatives attempted to submit on or about April 6th of this year in response to the PIC's Request For Proposed Workforce Investment Act Youth Subcontracts dated February 27, 2004.

The reason for that decision is that you or your representatives attempted to deliver that response to a representative of the PIC who was not authorized to receive it (specified in section V.H. of the RFP), and delivery was attempted at the wrong address (specified in section V.F. of the RFP). In addition, there was apparently insufficient time left before the designated deadline to deliver it to the designated representative (Mr. Alfredo Fajardo) at the designated address.

While some of the specified requirements in the RFP may seem immaterial, they are necessary because all rules and procedures specified in solicitations are binding in a competitive procurement process. The distribution of public funds is a highly regulated process and requires strict adherence to rules that maintain a 'level playing field' for all competitors.

I deeply regret the need to make this determination especially in light of the injury sustained on April 6. I urge that you and your representatives, in responding to future solicitations from the PIC, read them very carefully to ensure compliance with each and every specified condition in them.

Please let Bob Schwab, of the PIC staff, know if you need any additional information. Thank you for your continued interest in San Francisco's workforce development programs and system.

Sincerely,

Pamela S. Calloway
President

cc: Robert Schwab
Raymond R. Holland
Greg Marutani

PIC STAFF RECOMMENDATIONS
WIA TITLE 1B FORMULA YOUTH PROGRAMS
July 1, 2004 - June 30, 2005

Team Number:	Proposal Number:	PROPONENT NAME	PY 03/04 Award	Proposed Amount Requested	Prop. Svc. Level	Prop. Cost Per Youth	SCORE	Top Ranking	DCYF		Ages 14-17	Ages 18-21	Priority Population FC=Foster Care Youth YITJJ=Youth in the Juvenile Justice OS=Out-of-School PPT=Pregnant Parenting Teen ISNOTTG=In-School Not on Track to Graduate	Neighborhood BVHP=Bayview Hunters Point SOMA=South of Market TL=Tenderloin WestAdd=Western Addition OMI=Oceanview/Merced/ Ingleside	PY 04/05 Recommended Amount	PY 04/05 Recommended Service Level
							Avg.		Yes	No						
5	39	Renaissance Parents of Success		$205,434.00	50	$4,109	94.17	1	X		25	25	FC/YITJJ /OS	BVHP	$120,000	32
4	29	Mission Hiring Hall, Inc.		$94,378.00	15	$6,292	92.25	1		X	2	13	FC/PPT/OS/YITJJ	SOMA/MISSION/EXCELSIOR	$94,378	18
3	21	IndoChinese Housing Development Corporation		$131,242.21	100	$1,312	90.50	1	X		80	20	OS/YITJJ ISNOTTG	TL/CHINATOWN	$115,000	88
1	03	San Francisco Sheriff's Department		$267,156.46	60	$4,453	82.83	1		X	10	50	YITJJ/OS	CITYWIDE	$105,000	30
2	15	Episcopal Community Services		$57,842.00	40	$1,446	72.50	1		X	18	22	OS/ ISNOTTG	SOMA/TL	$57,842	40
2	16	Asian Neighborhood Design	$178,206	$286,579.14	40	$7,164	71.90	1		X	3	37	OS/YITJJ/ISNOTTG	POTRERO/MISSION/BVHP	$100,000	20
3	18	Rose Resnick Lighthouse for the Blind		$31,927.00	20	$1,596	86.75	2		X	8	12	ISNOTTG	CityWide	$31,927	20
5	42	SF Learns		$262,160.00	80	$3,277	85.33	2		X	60	20	ISNOTTG/ YITJJ/ PPT	BVHP	$100,000	31
1	05	Jewish Vocational Service	$206,750	$370,000.00	100	$3,700	82.67	2	X		40	60	OS/ISNOTTG/ YITJJ	CITYWIDE	$95,000	30
4	32	LYRIC-Lavender Youth Recreation & Information Center	$140,447	$255,760.26	60	$4,263	81.00	2	X		20	40	ISNOTTG/ OS/ PPT	CASTRO/TL/MISSION/DOWN TOWN/WEST. ADD.	$94,000	30
1	07	Family Service Agency S.F. TAPP		$469,606.05	120	$3,913	80.17	2	X		55	65	PPT/OS/ ISNOTTG	CITYWIDE	$93,000	30
2	11	International Institute of SF	$40,000	$60,000.00	20	$3,000	72.75	2	X		17	3	ISNOTTG	CITYWIDE	$60,000	25
4	26	The Family School	$100,947	$301,947.64	75	$4,026	83.50		X			75	FC/ PPT / OS / YITJJ	MISSION/WEST ADD/BVHP	$90,000	28
4	31	Larkin Street Youth Services	$185,541	$269,158.00	60	$4,486	83.25		X		8	37	OS / FC	TENDERLOIN	$90,000	28
5	37	Mission Neighborhood Centers/ RAP Collaborative		$366,244.44	300	$1,221	82.00		X		195	105	ISNOTTG/ OS/ PPT / YITJJ	MISSION	$83,500	68
3	23	Golden Gate Community, Inc	$139,475	$248,980.00	40	$6,225	78.75		X		18	22	YITJJ	MISSION/SOMA/WEST ADD	$80,000	20
5	35	Boys & Girls Clubs of SF		$150,000.00	40	$3,750	76.67		X		30	10	ISNOTTG	SUNNYDALE	$75,000	25
4	33	Mission Language & Vocational School, Inc.	$157,164	$466,738.00	120	$3,889	76.63		X			120	OS	MISSION/SOMA	$75,000	20
2	13	Youth Guidance Center Improvement Committee/Youth Treatment & Education Court	$164,434	$316,800.00	44	$7,200	75.90		X		40	4	YITJJ / OS	CITYWIDE	$70,000	15

Table I

PIC STAFF RECOMMENDATIONS
WIA TITLE 1B FORMULA YOUTH PROGRAMS
July 1, 2004 - June 30, 2005

Team Number:	Proposal Number:	PROPONENT NAME	PY 03/04 Award	Proposed Amount Requested	Prop. Svc. Level	Prop. Cost Per Youth	SCORE	Top Ranking	DCYF		Ages 14-17	Ages 18-21	Priority Population FC=Foster Care Youth YITJJ=Youth in the Juvenile Justice OS=Out-of-School PPT=Pregnant Parenting Teen ISNOTTG=In-School Not on Track to Graduate	Neighborhood BVHP=Bayview Hunters Point SOMA=South of Market TL=Tenderloin WestAdd=Western Addition OMI=Oceanview/Merced/ Ingleside	PY 04/05 Recommended Amount	PY 04/05 Recommended Service Level
							Avg.		Yes	No						
3	19	Every Child Can Learn Foundation/San Francisco School-to-Career Partnership		$137,991.00	320	$431	74.75		X		240	80	ISNOTTG	CITYWIDE	$0	0
5	34	California Lawyers for the Arts		$208,299.66	40	$5,207	74.67			X	25	15	ISNOTTG	CITYWIDE	$0	0
5	36	Marriot Foundation-Bridges From School To Work		$160,152.00	40	$4,004	73.50		X			40	OS	CITYWIDE	$0	0
1	06	Japanese Community Youth Council		$515,000.00	150	$3,433	73.33			X	90	60	FC/OS/ISNOTTG /YITJJ	CITYWIDE	$0	0
3	25	Family Restoration House		$381,779.00	144	$2,651	71.25		X		65	79	ISNOTTG/YITJJ OS/ PPT	BVHP	$0	0
4	28	Ingleside Community Center	$53,511	$96,561.00	25	$3,862	71.00		X		10	15	FC/ PPT / OS	OMI	$0	0
3	20	YGCIC- Youth Guidance Center Improvement Committee		$239,585.00	40	$5,990	71.00		X		30	10	DO/YITJJ/ISNOTTG	CITYWIDE	$0	0
1	09	Women in Community Service, Inc.		$459,803.74	150	$3,065	70.50			X		150	OS	MISSION/TL/WEST.ADD.	$0	0
5	40	YMCA of San Francisco/Shih Yu-Lang		$215,000.00	100	$2,150	68.50		X		40	60	OS	TENDERLOIN	$0	0
1	08	Special Service for Groups/OTTP		$233,762.00	60	$3,896	68.50			X	50	10	ISNOTTG	CITYWIDE	$0	0
2	12	YMCA of San Francisco/Youth Chance High School		$167,109.34	65	$2,571	65.75		X		45	20	OS	CITYWIDE	$0	0
5	41	Skills Academy		$377,070.00	120	$3,142	64.67			X			ISNOTTG	CITYWIDE	$0	0
2	14	Horizons Unlimited of San Francisco	$120,313	$252,775.71	50	$5,056	62.00		X		0	50	OS/PPT/ISNOTT	MISSION	$0	0
2	10	Booker T. Washington Community Service Center		$266,553.67	30	$8,885	60.40				20	10	FC/ ISNOTT	WESTERN ADDITION	$0	0
1	04	Inner City Youth		$217,522.96	60	$3,625	60.17		X		60	35	OS/ ISNOTTG	OMI	$0	0
4	30	Tides Center/Infusion-One		$531,265.32	75	$7,084	59.25			X	45	30	ISNOTTG	BVHP	$0	0
1	01	Girlsource, Inc.		$172,484.88	60	$2,875	58.50		X		40	20	ISNOTTG	MISSION	$0	0

PIC STAFF RECOMMENDATIONS
WIA TITLE 1B FORMULA YOUTH PROGRAMS
July 1, 2004 - June 30, 2005

Team Number:	Proposal Number:	PROPONENT NAME	PY 03/04 Award	Proposed Amount Requested	Prop. Svc. Level	Prop. Cost Per Youth	SCORE	Top Ranking	DCYF		Ages 14-17	Ages 18-21	Priority Population FC=Foster Care Youth YITJJ=Youth in the Juvenile Justice OS=Out-of-School PPT=Pregnant Parenting Teen ISNOTTG=In-School Not on Track to Graduate	Neighborhood BVHP=Bayview Hunters Point SOMA=South of Market TL=Tenderloin WestAdd=Western Addition OMI=Oceanview/Merced/ Ingleside	PY 04/05 Recommended Amount	PY 04/05 Recommended Service Level
							Avg.		Yes	No						
2	17	Brava! For Women in the Arts		$401,941.43	80	$5,024	56.10			X	62	18	OS/ ISNOTTG	MISSION/SOMA	$0	0
3	22	Brothers Against Guns		$505,179.00	40	$12,629	54.00		X		40		ISNOTTG	BVHP	$0	0
1	02	Young Scholars Program		$290,703.33	75	$3,876	53.33		X		60	23	ISNOTTG	BVHP	$0	0
3	24	Renaissance Parents of Success / 100% College Prep Institute		$124,457.33	20	$6,223	50.00		X				ISNOTTG	BVHP	$0	0
4	27	Arriba Juntos		$347,326.00	75	$4,631	48.75		X		35	40		MISSION/SOMA/TL	$0	0
5	38	Van Guard Public Foundation/Turning Heads		$162,622.00	70	$2,323	44.33			X	70		YITJJ	BVHP	$0	0
		TOTALS:	$1,486,788	$11,076,898	3273	$3,384									$1,629,647	598

WIA Title 1B 2004-2005 Formula Youth Allocations		$2,377,056
PIC Administration	7%	$167,409
PIC Program Operations	15%	$358,935
One Stop System Support	13%	$309,044
Subcontractor Training & Support	65%	$1,541,668

Subcontractor Training & Support	$1,541,668
PY 03/04 Uncommitted Funds	$212,979
Total Subcontractor Training & Support:	**$1,754,647**

Total Subcontractor Training & Support	$1,754,647
Childcare Expenses	$100,000
Capacity Building/Staff Development	$25,000
PY 04/05 Total Recommended Support Funding:	**$125,000**
PY 04/05 Total Recommended Subcontract Funding:	**$1,629,647**

FINAL SERVICE LEVELS WILL BE NEGOTIATED.

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PRIVATE INDUSTRY COUNCIL
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PROGRAM SUMMARY

1. Proponent: GirlSource, Inc. Prop. #: 01
   Address: 1550 Bryant Street, Suite 675 Date:
   San Francisco, CA ZIP Code: 94131
2. Director: Anne Moses Phone #: 415-252-8880
3. Total Amount Being Requested $172,484
4. Proposed # of Youth to be served: 60

Please summarize the overall design and intent of the program in the space provided below.

GirlSource currently runs three occupational/employment programs that together reach 120 low-income young women who are 14-18 years old. In addition, our fourth program, Bound for Success (BFS) provides career, college, and life planning services for current and former GirlSource participants. In the past, BFS services have been unpaid and optional for all GirlSource participants: some avail themselves of academic assistance, some avail themselves of college planning assistance, some get tutoring, others go to career workshops, some use all these services and more, some use none.

We propose to mandate participation in BFS for all GirlSource participants, pay participants for their time, and integrate BFS more thoroughly into our system of services. Any young woman who participates in a GirlSource employment program will receive a skills assessment and then be placed in one of four tracks based on a combination of skill level and grade in school. Track 1 will include Freshmen and/or youth with low basic skills. Track 2 will include those with moderate basic skills and/or sophomores or juniors. Track 3 will include youth with high skills and/or students preparing for college and/or Seniors. Track 4 will include youth who are in or in need of a post-secondary placement (ie: college, vocational school, or employment).

Young women in each track will receive skill/grade level appropriate services 3-6 hours a month. For instance, youth in Track 1 might have two bi-weekly 3-hour seminars where they receive a total of 3 hours of tutoring, attend an hour-long career workshop, and attend a financial literacy workshop. Youth in Track 3 might spend their 3-6 hours each month writing college essays, doing SAT prep, and going on college visits. The activities will vary by Track each month.

We will hire 42 more experienced GirlSource participants as peer tutors, peer mentors, outreach workers, and workshop facilitators. In this way, older participants will become role models for their peers. In addition, these 42 new jobs will constitute increased leadership opportunities with ever-expanding opportunities for GirlSource participants who are setting and achieving high goals. In the end, we hope to increase academic and post-secondary outcomes for all our young women.

While all our youth will receive the same services regardless of WIA eligibility, we are asking that the PIC support the half of our youth who will be eilgible - 60 of the 120 or so young women we serve in the first year (the group will grow over time). We request that this grant pay for the 42 youth staff (who are currently and will continue to be BFS graduates) and the stipends of all 60 WIA eligible youth who participate in BFS and any of our other employment programs.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Girlsource** PROPOSAL #: **01**

PROPOSED # OF YOUTH TO BE SERVED: **60** REQUESTED FUNDING: **$172,484**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	**23.67**
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		
B. Organization and Coordination	*(30 points)*	**17.67**
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		
C. Services to Priority Population	*(20 points)*	**9.16**
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		
D. Administration and Financial Management	*(10 points)*	**8.00**
Prior experiences in managing public and private grants Program evaluation Participant record keeping		
	TOTAL:	**58.50**

PRIVATE INDUSTRY COUNCIL
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APR 01 2004

PROGRAM SUMMARY

1. **Proponent:** Young Scholars Program — Prop. # 02

Address: 1551 Newcomb Ave. #102 — Date:

San Francisco, Ca 94124 — ZIP Code: 94124

2. **Director:** Ms. Jacqueline Rushing — Phone #: 415-920-5072

3. **Total Amount Being Requested** .... $ 290,703.33

4. **Proposed # of Youth to be served:** 75

Please summarize the overall design and intent of the program in the space provided below.

The overall design and intent of the program is to take the already very successful Young Scholars Program and turn it into a full-year community center program. The additional components that would make this happen, is adding an after school Homework/Tutorial Center that would operate from 4:00 pm to 7:00 pm; complete with a Homework Coordinator that would assist both those on track for graduation from high school and assisting those who aren't. Tutors would be hired through a collaboration with the City Wide Tutorial to tutor students in areas of weakness and to build on their strengths. Another additional component would be the Summer Academy that would operate 4 days a week from 9:00 am to 2:00 pm for 5 1/2 weeks to help students increase their literacy skills, math skills, SAT Test Scores, job readiness skills in the areas of desk-top publishing; Media literacy and video production (basic shooting skills, editing, production planning) so students can use media as a "journaling" tool to document and reflect on the program, as well as, for job readiness skills. For Media Literacy, students will learn the basic tools of media analysis, some production of various forms of media, to raise awareness of negative images of low income at-risk youth in the mass media and how they can shape positive ones. The media literacy and video production will be a part of the after school program.

The Young Scholars Program has a very successful WISE girl Mentoring program in place. One new component to that program would be the Media Literacy for WISE girls. This will be a special analysis and production unit designed to empower young women to see through exploitive and degrading messages and images in mass media, and to shape their own positive ones. To help make the mentoring piece of the program complete, this proposal includes adding a Male Mentoring component that will correspond to the program for girls. The male mentors have already been recruited, the work shops to train the men have been planned and a Rites of Passage for the Mentors is currently being designed. After the men go through their Rites of Passage, they will begin the program for the boys The name of the Male Mentoring Component is Brothers Making a Difference. The goal is to have both boys and girls interact with positive males and to see these males actively giving back to the community and modeling the behavior, and standards we expect for young at-risk males. Both the male mentors and the female mentors will provide meaningful involvement for the program in leadership roles.

College preparatory services will give information on completing high school or getting a GED for both in school youth on track to graduate and those who are not on track. YSP will partner with the Early Morning Study GED program at YGC to assist those youth who are not on track but who will work toward their GED to have access to post secondary school information and preparation. Services will also be offered to foster care youth. With this proposal Young Scholars Program will become a comprehensive program with a full-slate of services.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Young Scholars** PROPOSAL #: **02**

PROPOSED # OF YOUTH TO BE SERVED: **75** REQUESTED FUNDING: **$290,703**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	**22.83**

Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education.
Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
Incorporation of Youth Development Principles.
Consistency with Workforce Investment Act's program design requirements
Neighborhood-based

B. Organization and Coordination	*(30 points)*	**14.17**

Evidence of providing culturally competent services
Leveraging other funds for program
Ability to provide comprehensive services through formal relationships with other providers

C. Services to Priority Population	*(20 points)*	**10.00**

Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens)
Ability to recruit priority population

D. Administration and Financial Management	*(10 points)*	**6.33**

Prior experiences in managing public and private grants
Program evaluation
Participant record keeping

TOTAL: **53.33**

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

APR 0 5 2004

PROGRAM SUMMARY

1. Proponent: San Francisco Sheriff's Department
   Prop. # 03
   Address: City Hall, Room 456, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA
   Date:
   ZIP Code: 94102-4676
2. Director: Sunny Schwartz, Esq.
   Phone #: (415) 734-2307
3. Total Amount Being Requested $267,156.46
4. Proposed # of Youth to be served: 60

Please summarize the overall design and intent of the program in the space provided below.

The San Francisco Sheriff's Department (SFSD) proposes to implement a Youth Employment Project to provide a continuum of quality services to youth while they are in the San Francisco County Jail and upon release to support them in working toward their employment, academic, and life goals. Building on existing academic, vocational, and personal development programs, the project offers a high school diploma course through enrollment in SFSD's Five Keys Charter School, the first charter high school in the nation to be located in a jail and a post-release site. Youth will be assessed for learning disabilities and placed in appropriate academic classes. Concurrently, they will attend elective classes in relevant topics like substance abuse, violence prevention, and life skills.

Youth enrolled in the project will meet regularly with a Case Manager, staff of an Employment Services Team, and a Probation Officer who will supervise follow-up for up to 12 months. Referrals will be made for postsecondary educational goals as needed. Relationships will also be developed with and referrals made to a wide range of neighborhood-based organizations for additional support outside of program hours.

Subcontracts will be established with two local providers who specialize in vocational readiness. Community Works (CW) and Goodwill Industries will provide job development and employment retention services, respectively, to prepare clients for reentering the work force and support their job search. Services provided will include job readiness workshops, resume writing, mock interviews, videolinks with employers, training in on-the-job conduct and conflict resolution in the workplace, and subsidized and unsubsidized job placements. This project is designed to promote youth leadership opportunities and prepare youth to become contributing community members through caring, supportive relationships with adult mentors (both program staff and in the community) who will serve as postitive role models. A small number of participants will train through internships to work in the field of human services and will receive stipends of $10 an hour for up to 20 hours per week over a six-month period. Each youth who completes a 12-month follow up interview will receive an incentive stipend of $25.

The model is based of service for this program is based on coordinating individualized education and vocational plans for each client, the goals of which are to complete high school and successfully reenter the job market following periods of incarceration.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **SF Sheriff's Department** PROPOSAL #: **03**

PROPOSED # OF YOUTH TO BE SERVED: **60** REQUESTED FUNDING: **$267,156.47**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based	*(40 points)*	**34.50**
B. Organization and Coordination Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers	*(30 points)*	**22.67**
C. Services to Priority Population Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population	*(20 points)*	**16.33**
D. Administration and Financial Management Prior experiences in managing public and private grants Program evaluation Participant record keeping	*(10 points)*	**9.33**
TOTAL:		**82.83**

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PROGRAM SUMMARY

1. Proponent: Inner City Youth　Prop. # 04
Address: 111 Broad Street　Date.
San Francisco, CA　ZIP Code: 94112

2. Director: Michael L. Brown　Phone #: 415-587-4099

3. Total Amount Being Requested .... $. 217,522.96

4. Proposed # of Youth to be served: 60

Please summarize the overall design and intent of the program in the space provided below.

ICY Employment Plus Plan Program is designed to provide youth effective and comprehensive services to improve educational and skill competencies; and effective connections to employers, and other youth programs and services available in the community.

ICY focus for the WIA youth programs emphasizes main areas: 1) Education, 2) Personal and Social Development, 3) Employment Connection, 4) Training Program and Internships – Work experience, and 5) Follow-up services.

A comprehensive assessment will be administered to review basic and occupational skills, prior work experience, and academic skill levels. The results of the assessment will determine the participant's individualized service plan.

The ICY Employment Plus Program will train 60 youth, ages 14 – 21, who are considered at-risk, out-of-school, and hard-to-serve youth in Oceanview, Merced, and Ingleside (OMI) Districts.

ICY utilizes comprehensive educational training and service approach from admissions to educational certification, to job training, job placement and to follow-up. ICY conducts its own vocational training programs: Building Maintenance, Computer Graphics, Computerized Office Management and Clerical, Bookkeeping. Basic skills in reading, writing, and physical education are integrated into the curriculum. The primary goal is to provide each participant with an opportunity to complete not only their secondary education, but also to obtain employment.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Inner City Youth**

PROPOSAL #: **04**

PROPOSED # OF YOUTH TO BE SERVED: **60**

REQUESTED FUNDING: **$217,522.96**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	**26.33**
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		
B. Organization and Coordination	*(30 points)*	**15.33**
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		
C. Services to Priority Population	*(20 points)*	**12.50**
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		
D. Administration and Financial Management	*(10 points)*	**6.00**
Prior experiences in managing public and private grants Program evaluation Participant record keeping		
	TOTAL:	**60.17**

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APR 0 6 2004

PROGRAM SUMMARY

1. Proponent: Jewish Vocational Service — Prop. #: 05
   Address: 225 Bush Street, Suite 400 — Date:
   San Francisco, CA — ZIP Code: 94104
2. Director: Abby Snay — Phone #: (415) 782-6244
3. Total Amount Being Requested .... $ 370,000
4. Proposed # of Youth to be served: 100

Please summarize the overall design and intent of the program in the space provided below.

The JVS **Transition Services Project** (TSP) will provide comprehensive vocational, employment and education support services for 100 youth with disabilities ages 16-21 to facilitate successful transitions from school to self-sufficiency. TSP participants will include 50 in-school youth and 50 out-of-school youth. Each participant will receive an extensive Vocational Intake Assessment and complete an Individual Service Plan that includes vocational training, employment, education and career goals. Youth will be assigned a case manager to provide them individual services to meet their vocational needs. JVS projects that 90% of participants will achieve 125 performance outcomes including 60 skills attainments, 20 high school or GED completions, 20 post secondary enrollments, and 25 entering competitive employment. TSP staffing will include a Youth Employment Manager, three (3) Employment Specialists and an Education Specialist.

Youth with learning, emotional and physical disabilities face multiple barriers to employment including academic skills deficits, limited work experience, low self-esteem, poor social skills, and school and work failure. These issues contribute to youth with disabilities being in increased at risk situations that include not completing high school, involvement in criminal activity, and unplanned pregnancies. The TSP will identify at risk youth with disabilities needing intensive services and provide them with the support needed to succeed in life. In school youth will be enrolled in their junior and senior years through the JVS Work Resource Program (WRP) vocational classes and employment services provided at 20 SFUSD high schools, foster care, juvenile justice and other community-based agencies. Out of school youth will be enrolled through former WRP students, California Department of Rehabilitation and the Youth Opportunity Centers.

TSP participants will receive comprehensive services including academic support to complete high school, post secondary education counseling (JVS Scholars to College), work readiness skills training (WRP), work experiences (JVS, MYEEP and SFUSD paid internships), computer skills training (JVS REACH Program), summer employment, leadership opportunities (JVS Youth Advisory Council), adult mentoring (employers and JVS staff), competitive job counseling and placement (JVS staff), follow up services (job retention), and case management services (survival needs, mental health). JVS will continue to provide ongoing vocational, employment and education services for all TSP participants until they reach the age of 22 or achieve self-sufficiency.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Jewish Vocational Service** PROPOSAL #: **05**

PROPOSED # OF YOUTH TO BE SERVED: **100** REQUESTED FUNDING: **$370,000**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	**34.67**

Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education.
Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
Incorporation of Youth Development Principles.
Consistency with Workforce Investment Act's program design requirements
Neighborhood-based

B. Organization and Coordination	*(30 points)*	**24.67**

Evidence of providing culturally competent services
Leveraging other funds for program
Ability to provide comprehensive services through formal relationships with other providers

C. Services to Priority Population	*(20 points)*	**14.33**

Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens)
Ability to recruit priority population

D. Administration and Financial Management	*(10 points)*	**9.00**

Prior experiences in managing public and private grants
Program evaluation
Participant record keeping

TOTAL: **82.67**

APR 0 6 2004

PRIVATE INDUSTRY COUNCIL
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PROGRAM SUMMARY

1. Proponent: Japanese Community Youth Council   Prop. # 06

   Address: 1596 Post Street   Date:

   San Francisco, Ca.   ZIP Code: 94109

2. Director: Jon Osaki   Phone #: (415) 202-7909

3. Total Amount Being Requested $515,000

4. Proposed # of Youth to be served: 150

Please summarize the overall design and intent of the program in the space provided below.

The Japanese Community Youth Council (JCYC) proposes to provide comprehensive services to 150 current and former foster youth in San Francisco between the ages of 14-21 through an expansion of the organization's Foster Youth Support Services (FYSS) program. The FYSS program will support the vision of the Youth Council and meet all of the WIA program elements through a coordinated system of services which includes: academic support, access to alternative secondary school services, subsidized and unsubsidized employment, leadership development opportunities, job readiness training, mentoring, case management, and comprehensive guidance and support services.

3 FYSS Youth Advocates will provide youth with an objective assessment, appropriate service strategies, and access to resources and services, which support high school completion, preparation for the adult job market, and a continuum of care that supports all areas of youth development.

The FYSS program will leverage the existing resources of JCYC, the San Francisco Independent Living Skills Program (ILSP), Child Welfare System, and JCYC's network of community partners. FYSS will utilize JCYC's YouthWorks program to provide subsidize career internship opportunities for youth between the ages of 14 – 17. SF YouthWorks was recently awarded the National Youth Employment Coalition's (NYEC) Promising and Effective Practices Award for demonstrating effectiveness in management, youth development, preparation of youth for career success, and soundness in data evaluating results. Youth between the ages of 18 – 21 will be provided with access to unsubsidized private sector employment opportunities through a FYSS Job Developer.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Japanese Community Youth Council** PROPOSAL #: **06**

PROPOSED # OF YOUTH TO BE SERVED: **150** REQUESTED FUNDING: **$515,000**

SELECTION CRITERIA

Maximum Points: **Score**

A. Program Design..*(40 points)* **30.83**

Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education.
Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
Incorporation of Youth Development Principles.
Consistency with Workforce Investment Act's program design requirements
Neighborhood-based

B. Organization and Coordination..*(30 points)* **21.67**

Evidence of providing culturally competent services
Leveraging other funds for program
Ability to provide comprehensive services through formal relationships with other providers

C. Services to Priority Population..*(20 points)* **13.00**

Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens)
Ability to recruit priority population

D. Administration and Financial Management..*(10 points)* **7.83**

Prior experiences in managing public and private grants
Program evaluation
Participant record keeping

TOTAL: **73.33**

PRIVATE INDUSTRY COUNCIL
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APR 0 6 2004

PROGRAM SUMMARY

1. Proponent: Family Service Agency SF TAPP   Prop #: 07
   Address: 2730 Bryant Street 2nd Floor   Date:
   San Francisco   ZIP Code: 94110
2. Director: Charlene Clemens, MPA   Phone #: 415 695 8300
3. Total Amount Being Requested $469,606.05
4. Proposed # of Youth to be served: 120

Please summarize the overall design and intent of the program in the space provided below.

TAPP is a unique program that invests in youth who are already "heads of households" thereby providing a pathway to family economic success through workforce development and family support.
It is a comprehensive system of care for pregnant and parenting teens ages 14-21 that is designed to maximize the ability of these young adults to complete their high school education, obtain employment and develop a career path while they learn to care for themselves and their child. The principles of youth development are interwoven throughout our program as we help youth forge a pathway to economic success by staying in school or returning to school and planning for continuing on to higher levels of education. One important element of our system of care is our workforce development program, which incorporates job readiness and occupational skills training into the day-to-day schedules of our pregant and parenting teens. We provide job placement, job retention support and job advancement services while problem solving barriers such as childcare, transportation, and other needs. Work experience and training are important program components which are provided in-house as well as in collaboration with other organizations. All components of our system of care are coordinated through a comprehensive case management system insuring that serves promote health, reduce barriers to educational attainment and respond to needs. In total, TAPP emphasizes 1.Support for healthy choices among SF teens; 2. Provide opportunities for youth to contribute to their community; 3. Foster youth development leading to employment and careers. Service plans frame a strategy to prepare youth for successful academic attainment, employment and positive life choices. We connect teen parents to our YFRC which provides a safe environment for learning and recreating, and caring adults and peer support services. Finally, we encourage all of our pregnant and parenting teens to "earn, learn and give back to others" through many program components including our T-RAPP program, which provides middle schools and health clinics with pregnancy and relationship violence prevention training as well as group peer counseling. Finally, we place a premium on developing and maintaining our collaborative partnerships with a multitude of public and private organizations in order to insure that our teens receive all of the services, supports and opportunities that they need to succeed.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Family Service Agency/TAPP** PROPOSAL #: **07**

PROPOSED # OF YOUTH TO BE SERVED: **120** REQUESTED FUNDING: **$469,606.05**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	32.16
B. Organization and Coordination	*(30 points)*	23.67
C. Services to Priority Population	*(20 points)*	15.50
D. Administration and Financial Management	*(10 points)*	8.84
TOTAL:		80.17

A. Program Design

Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education.
Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
Incorporation of Youth Development Principles.
Consistency with Workforce Investment Act's program design requirements
Neighborhood-based

B. Organization and Coordination

Evidence of providing culturally competent services
Leveraging other funds for program
Ability to provide comprehensive services through formal relationships with other providers

C. Services to Priority Population

Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens)
Ability to recruit priority population

D. Administration and Financial Management

Prior experiences in managing public and private grants
Program evaluation
Participant record keeping

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PROGRAM SUMMARY

1. Proponent: Special Service for Groups / OTTP

   Address: 605 W. Olympic Blvd., #600

   Los Angeles, CA ZIP Code: 90015

Prop. #: 08

Date:

2. Director: Herbert K. Hatanaka, DSW Phone #: 213.553.1800

3. Total Amount Being Requested $233,762

4. Proposed # of Youth to be served: 60

Please summarize the overall design and intent of the program in the space provided below.

Overall Design: SSG/Occupational Therapy Training Program – San Francisco (OTTP-SF) assists youth in improving their educational achievement and prepares them for succeeding in employment and in life as a productive, contributing member of society by offering a unique, innovative school to work program that is incorporated into high school curriculums. We assist youth in identifying and achieving their personal, educational and vocational goals by providing intensive vocational assessments, skills training and long-term case management. Each youth enrolled will receive comprehensive occupational therapy assessment and participate in a semester-long classroom training that focuses on pre-employment / work maturity skills.

Based on the assessment, an Occupational Therapy Evaluation is completed that summarizes the youths' current skills, abilities and occupational interests and from which an ISP is developed. The Occupational Therapist meets with each youth to develop realistic and meaningful educational, vocational and personal goals. Families and caregivers are involved in all aspects of our program.

The training will be conducted on-site in Ida B. Wells High School and Balboa High School and will be built into the classroom schedule. Classroom training includes life skills activities such as banking/budgeting, nutrition, transportation, knowledge/access of community resources, renting an apartment/household setup, phone skills, 18 year-old rights/responsibilities, medical insurance, voting and selective service, and post secondary education information and exposure. Soft skills training includes, critical vocational skills like grooming/hygiene, time management/organizational skills, work habits and ethics, problem solving skills, and goal setting. Vocational skills include interviewing, completing applications, resume writing, personal presentation, developing a portfolio, and exposure to labor demand occupations through job shadowing, field trips, and guest speakers. The program builds communication skills through assertion training, conflict resolution and self-esteem building. OTTP provides hands-on experiential activities and group projects that are geared to foster decision-making skills, exposure to post-secondary educational/occupational opportunities and team building skills. Upon completion of the program, up to 20 hours of additional case management services will be provided to ensure the furtherance of the youth's treatment goals.

Program Intent: OTTP was founded on the principles of Occupational Therapy, which emphasize that by engaging individuals in meaningful and purposeful activity, they can develop the skills they need to function most optimally in their life roles. The ultimate goal of OTTP is to provide young people, especially those who face significant barriers, with the skills necessary to function successfully in any work or life setting, so that they become productive, independent members of society.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Special Service for Groups/OTTP** PROPOSAL #: **08**

PROPOSED # OF YOUTH TO BE SERVED: **60** REQUESTED FUNDING: **$233,762**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	**25.83**
B. Organization and Coordination	*(30 points)*	**19.17**
C. Services to Priority Population	*(20 points)*	**15.67**
D. Administration and Financial Management	*(10 points)*	**7.83**

A. Program Design

Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education.
Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
Incorporation of Youth Development Principles.
Consistency with Workforce Investment Act's program design requirements
Neighborhood-based

B. Organization and Coordination

Evidence of providing culturally competent services
Leveraging other funds for program
Ability to provide comprehensive services through formal relationships with other providers

C. Services to Priority Population

Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens)
Ability to recruit priority population

D. Administration and Financial Management

Prior experiences in managing public and private grants
Program evaluation
Participant record keeping

TOTAL: **68.50**

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PRIVATE INDUSTRY COUNCIL
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PROGRAM SUMMARY

1. Proponent: Women in Community Service, Inc. Prop. #: 09

Address: 10 United Nations Plaza, Suite 650 Date:

San Francisco, CA ZIP Code: 94102

2. Director: Lora Allyne Gay, M.A.L.S. Phone #: 415-487-3905

3. Total Amount Being Requested $459,803.74

4. Proposed # of Youth to be served: 150

Please summarize the overall design and intent of the program in the space provided below.

Women in Community Service, Inc. (WICS) will leverage it's 40 years of work with transitioning youth to implement a comprehensive lifeskills and workforce readiness program for low-income youth aged 18-21 residing in San Francisco county. WICS' Lifeskills and Literacy Youth Empowerment Program (LLYEP-SF) will serve 150 out-of-school youth (OSY), who meet WIA guidelines for participation, including basic skills deficiency, pregnancy or parenting, homeless or runaway status, juvenile offender status, exiting foster care, or certified to have a disability.

LLYEP-SF is a multi-faceted program, based on accepted youth development principles, designed to attract and retain OSY and to garner the support and involvement of their families. Conducted in four phases, the LLYEP program will 1) assess the youth's educational and developmental needs and deliver classroom instruction and/or enrollment in credentialing programs to produce the desired outcomes; 2) enter participants into a supervised, unsubsidized work experience; 3) coach youth in the dynamics of a self-directed job search; and 4) provide intensive case management to help ensure the success of the youth's transition into the workplace, military, or institutions of higher learning. WICS' overall goal in the LLYEP program is to mold healthy, resourceful, young adults who have the skills to attach and re-attach, as needed, to educational and occupational systems and who perceive themselves as having leadership qualities. To accomplish this goal, WICS will use its well-developed volunteer programs; its myriad partnerships with corporate and social service organizations, (For LLYEP, WICS will be partnering with Manpower, Inc. to provide industry-specific training to substantially increase our client's employability); and its expertise in implementing service-learning models to connect youth to personal and professional mentors, to stable and rewarding job opportunities and to service projects in their communities that foster a sense of ownership and care.

WICS recognizes that the true measures of a successful OSY program are positive youth outcomes. WICS will rely on key indicators to evaluate the program, including pre- and post-testing scores on basic skills assessments, program retention, credentials attempted and earned, job placement, and testing for SCANS competencies. In addition, WICS will administer surveys to participants at designated benchmarks (i.e., 3, 6, and 12 months) to determine customer satisfaction. All of these indicators will be documented and reported as required by the Private Industry Council (PIC). WICS will work closely with the PIC and the other strong youth-serving organizations in San Francisco to enhance, facilitate, and help realize the comprehensive workforce development system that we all want for the city's youth.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Women in Community Service** PROPOSAL #: **09**

PROPOSED # OF YOUTH TO BE SERVED: **150** REQUESTED FUNDING: **$459,803.74**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based	*(40 points)*	**28.17**
B. Organization and Coordination Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers	*(30 points)*	**20.83**
C. Services to Priority Population Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population	*(20 points)*	**13.67**
D. Administration and Financial Management Prior experiences in managing public and private grants Program evaluation Participant record keeping	*(10 points)*	**7.83**
TOTAL:		**70.50**

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PRIVATE INDUSTRY COUNCIL
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PROGRAM SUMMARY

1. Proponent: Booker T. Washington Comm.Center — Prop. #: 10

   Address: 800 Presidio Avenue — Date:

   San Francisco , CA — ZIP Code: 94115

2. Director: Kevan Carter — Phone #: 415-928-6596

3. Total Amount Being Requested $266,553.67

4. Proposed # of Youth to be served: 30

Please summarize the overall design and intent of the program in the space provided below.

The overall intent of the We're a Winner Program is to provide outreach to youth ages 15-19, who are in the foster care system and are facing emancipation. Studies indicate that African American children are disproportionately represented in San Francisco's foster care system. While African Americans represent less than 7% of the population in the City; they represent over 50% of the children in care. Further, studies show that foster youth who emancipate from the system are ill prepared to take on the challenges of independent living and some studies suggest that almost half of all children emancipating the foster care system are at great risk for homelessness. Our "We're a Winner" project provides academic supports which guide participants who are out of school to re-enroll. It will offer students who are academically behind in school tutors and classroom instructors to assist in addressing academic deficiencies. The training will provide GED preparation for those wanting to pass the GED. The program will also help students build their self esteem and confidence by participating in a number of creative enrichment activities such as – writing and recording music in our digital recording studio, athletics including basketball and swimming, outdoor school held at an almond ranch, video documentary, digital photography and oral history projects, Counseling sessions will address life skills, independent living and financial literacy issues, while providing professional counselors to guide classroom discussion. We anticipate serving 36 students over the course of the fiscal year July 1 through June 30, 2005. Of the 36 student we project that 30 will receive certificates of completion and positive outcomes will include improvements in academics,. Re-enrollment in school, entry-level job opportunities and heightened self-esteem as a result of participation in our program.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Booker T. Washington Community Center** PROPOSAL #: **10**

PROPOSED # OF YOUTH TO BE SERVED: **30** REQUESTED FUNDING: **$266,533.67**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. **Program Design**	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**25.67**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**13.33**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**16.00**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**5.40**
TOTAL:		**60.40**

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PROGRAM SUMMARY

1. Proponent: International Institute of SF Prop. # 11
Address: 657 Mission St, Suite 500 Date:
San Francisco, CA ZIP Code: 94105
2. Director: Jennifer Berger Phone #: 538-8100 x216
3. Total Amount Being Requested $60,000
4. Proposed # of Youth to be served: 20

Please summarize the overall design and intent of the program in the space provided below.

YouthCares (YC) brings together a diverse group of low-income immigrant teens to gain leadership and job skills through active community invoovement. Our programs are delivered throughout the city and focus on providing intergenerational community service and peer-tutoring. Participating teens provide service to immmigrant senior and youth populations at nine sites throughout the SoMa, Tenderloin, Visitacion Valley, and Richmond neighborhoods of San Francisco. At YouthCares last year 110 teens provided much-needed service to 480 senior citizens and 145 youth.

YouthCares has three program components. YouthCares South of Market (YC SoMa) was founded in 1997 as an after school program which hires and trains bilingual teens to provide companionship and assistance to seniors in this low-income neighborhood. Youth participants work with seniors at subsidized housing facilities and senior centers in the Tenderloin, SoMa, and Visitacion Valley neighborhoods. In 2000, we replicated the intergenerational program and started YouthCares Richmond, based in San Francisco's predominantly immigrant Richmond District. We have formed a positive collaboration with The Richmond Village Beacon Center at Washington High School and our program operates from that site. Youth-led service activities with seniors include citizenship preparation and computer classes, bonsai gardening, cooking, English tutoring, and trilingual bingo. YouthCares Partners in Learning, our peer-tutoring program, hires teens to provide academic support and cultural orientation to recently arrived immigrant youth at Newcomer High School (NHS). Tutors are immigrants who have successfully made the transition to life in the U.S. Tutors act as mentors to their newly arrived peers and are responsible for developing curriculum and facilitating English acquisition activities with NHS students. Newcomer students who participate in our program represent more than eleven language groups and five ESL levels.

All YC programs provide weekly work readiness and leadership development trainings to youth participants. Youth also receive individualized academic and career counseling support in the program. YC staff work with youth, their families and school counselors/teachers to ensure that our youth are on track to graduate from high school. YC serves as a first job for the majority of youth participants. Youth learn a variety of workforce development skills in the program, such as: how to work as part of a team, conflict negotiation, effective facilitation and cross-cultural communication, and appropriate workplace behavior.

Immigrant teens face multiple barriers to success in school and in work. The continued support of PIC will allow YC to continue providing job opportunities and academic support to meet the needs of youth in our program. We look forward to strengthening our collaboration with PIC in the future.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **International Institute of San Francisco.** PROPOSAL #: **11**

PROPOSED # OF YOUTH TO BE SERVED: **20** REQUESTED FUNDING: **$60,000**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**27.42**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**20.67**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**15.33**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**9.33**
TOTAL:		**72.75**

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PROGRAM SUMMARY

1. Proponent: Youth Chance H.S.,Embarcadero YMCA Prop. # 12
   Address: 169 Steuart Street Date:
   San Francisco, CA ZIP Code: 94105
2. Director: Spencer Tolliver Phone #: 415-614-0900
3. Total Amount Being Requested $167,109.34
4. Proposed # of Youth to be served: 65

Please summarize the overall design and intent of the program in the space provided below.

Youth Chance High School is a non-tuition private alternative school opearted as a program of the Embarcadero YMCA. We strive to support youth between the ages of 15 and 24 in their efforts to become educated, independent, productive members of the community. Youth who for various reasons fail to succeed in the traditional and alternative public school systems are given the necessary tools to attain their GED or high school diplomas and go on to full-time employment or enter a post-secondary educational institution.

The school places an emphasis on five key areas of youth development:
- Education - Basic skills and literacy, GED or CA High School Proficiency exam (CHSPE) preparation, and/or attainment of High School diploma.
- Life Skills - Personal growth and development, interpersonal development and communication, independent living skills, financial management.
- Career Development - College or Vocational School preparation, Employment Readiness Training.
- Mental & Emotional Health and Support.
- Health and Fitness.

It is the school's philosophy that through the attainment of these goals, our students will graduate with the fundamental skills necessary to thrive in a complex society. We believe in teaching the "whole" student rather than just teaching academic subjects. This type of student-teacher involvement provides for the close attention and support essential for our students to succeed.

The Youth Chance High School curriculum, approach and strategies are grounded in the Youth Development model. Each year,our staff participates in YMCA-specific youth development initiatives that provide a forty-hour series of seminars culminating in youth development certification. Because of our history, we are completely aligned with the WISF Board's emphasis on attainment of a high school diploma or equivalent as essential to the successful transition of youth to the work force. Youth Chance High School was origingally founded 25 years ago as a youth work experience program. However, it was soon discovered that participants, mostly high school dropouts, lacked the basic academic and life skills necessary to secure and maintain employment. Thus the educational component was added. With the support of the Private Industry Council we propose to serve more youth ages 15 - 21 and strengthen our Employment Readiness Training and post-secondary school prepration programs.
Our approach has been and continues to be collaborative with other complimentary youth serving community agencies.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Youth Chance H.S. Embarcadero YMCA.** PROPOSAL #: **12**

PROPOSED # OF YOUTH TO BE SERVED: **65** REQUESTED FUNDING: **$167,109.34**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**24.08**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**19.08**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**15.25**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.33**
	TOTAL:	**65.75**

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PROGRAM SUMMARY

1. Proponent: Youth Treatment and Education Court — Prop. # 13

Address: 375 Woodside — Date:

San Francisco, CA — ZIP Code: 94127

2. Director: Margot Gibney — Phone #: 415-753-4459

3. Total Amount Being Requested $316,800

4. Proposed # of Youth to be served: 44

Please summarize the overall design and intent of the program in the space provided below.

Youth Treatment an Education Court (YTEC) is an exemplary education and treatment program that provides a responsible community-based alternative to incarceration for drug and court involved youth aged 14 to 18. Our mission is to promote the long-term health, academic, economic, and social well-being of juvenile offenders and their families by breaking the cycle of poverty, substance abuse, and incarceration.

YTEC's highly structured, collaborative model combines judicial supervision, community partnerships, and developmentally, gender, and culturally specific services within a comprehensive, integrated, wraparound program comprised of: academic instruction; career, vocational, and leadership skills development; case management, mental health counseling, substance abuse treatment; after-school programming; expressive arts; and family and transitional services. Participants commit to a rigorous 50 hours per week, Monday through Saturday.

YTEC ensures that young people, previously dismissed by other systems, can become positive members and leaders of their communities, obtain a high school diploma, and acquire the tools and skills needed to complete a college, university or trades program – or secure and sustain living wage employment.

YTEC's success is measured by the extent to which young people 1. Reconnect with education; 2. Improve their GPA; 3. Successfully complete job-readiness program requirements; 4. Graduate from treatment; 5. Do not recidivate; and 6. Complete secondary education and move onto higher education or employment as tracked through aftercare. Through the delivery of programs and services that successfully engage one of the City's highest risk youth population in their own education and growth, YTEC reduces the likelihood that participants will become or remain chronic offenders or substance abusers, and places them on a path of higher education and/or successful employment.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Youth Treatment & Education Court.** PROPOSAL #: **13**

PROPOSED # OF YOUTH TO BE SERVED: **44** REQUESTED FUNDING: **$316,800**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**29.90**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**22.17**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**16.17**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.67**
TOTAL:		**75.90**

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PROGRAM SUMMARY

1. Proponent: Horizons Unlimited of San Francisco — Prop. # 14

Address: 440 Potrero Avenue — Date:

San Francisco CA — ZIP Code: 94110

2. Director: Nora Rios Reddick — Phone #: (415) 487-6717

3. Total Amount Being Requested $252,775.71

4. Proposed # of Youth to be served: 50

Please summarize the overall design and intent of the program in the space provided below.

The intent of EDEP (Educational Development and Employment Program) is to connect high-need youth with resources and supports that prepare them for the future based on the research linking employment success with educational achievement. Recognizing that most youth come to Horizons for employment assistance yet lack work experience, EDEP offers 30 paid internships to its clients as we concurrently help them take the incremental steps necessary to ahieve their short and long-term employment goals. This often includes helping clients choose an appropriate occupational training or higher education program, demystifying the financial aid process and clarifying the facts that empirically link education to higher earning power.

Program design includes the following elements: 1) Assessment, 2) Goal setting with parent involvement, 3) Job readiness training, 4) Intensive case management, 5) Internship placements, 6) Job development assistance and peer support groups, 7) Resource gathering and referrals, 8) Incentives for participation (music studio recording time) and, 8) Academic support.

Experience has taught us that our target population is generally unprepared to enter the labor force without intensive preparation and opportunities to first acquire work experience through subsidized internships. As clients build momentum and confidence begins to grow, EDEP staff adds scope and structure to participants' goals for themselves. All services are client driven and staff supports youth decision making, but service strategies always encourage plans to obtain further occupational training, a GED certificate or to enter institutions of higher education.

EDEP's intent is to provide clients with multiple support networks in a youth-friendly environment. Internships, job search assistance and music studio incentives draw youth to the program. Subsequently, clients are connected to a broad range of in-house support services and to collaborative partners that further leverage relevant resources.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Horizons Unlimited Of San Francisco** PROPOSAL #: **14**

PROPOSED # OF YOUTH TO BE SERVED: **50** REQUESTED FUNDING: **$252,775.71**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**26.59**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**14.83**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**13.58**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.00**
	TOTAL:	**62.00**

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PROGRAM SUMMARY

1. Proponent: Episcopal Community Services Prop. # 15
   Address: 165 8th Street Date:
   San Francisco, CA ZIP Code: 94103
2. Director: Lisa Stringer Phone #: (415) 487-3790
3. Total Amount Being Requested $57,842
4. Proposed # of Youth to be served: 40

Please summarize the overall design and intent of the program in the space provided below.

WIA funding will support educational and vocational youth services at the Episcopal Community Services Skills Center in two program areas: The Canon Barcus Community House After-School Teen Program and the Alternative Secondary School and Vocational Program.

ECS's Canon Barcus Community House is a model permanent supportive housing site for formerly homeless families in San Francisco. Operating five afternoons a week, the after-school program provides academic support, vocational and leadership development, and community-based recreational activities for children and youth aged 14 –18 years. The after-school program and other support services (Case management, family literacy, infant/toddler daycare and support services) create a safe community where teenagers are empowered to address and overcome the difficulties related to their former homelessness.

The Skills Center's Alternative Secondary School and Vocational Program provides basic literacy, remedial education, GED completion, and family literacy classes, along with life and occupational skills training and employment services to homeless and recently homeless young people from 18-21 years of age into adulthood. The program operates five days a week, with two evening and offers the flexibility to participate from one to thirty-two hours weekly.

The Skills Center strives to provide youth-driven programming where young people can develop a sense of community and self-worth, while building a history of employment and academic success. It is our mission to deliver flexible and relevant classes with access for youth with a myriad of challenges. These challenges include substance abuse, a history of involvement with the juvenile justice system, child abuse and neglect, mental and physical health issues and lifelong struggles with homelessness. The center is part of a network of broader community and school district services, while offering a place where young people who are reluctant to engage in mainstream or youth specific services can feel independent, build healthy relationships with adults and develop the skills for self- sufficiency. Within a context of broader services at ECS, Skills Center students benefit from a continuum of emergency and permanent housing and support services where they can envision and achieve healthy options for the future.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Episcopal Community Services** PROPOSAL #: **15**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$57,842**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		28.50
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		20.33
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		15.17
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		8.50
	TOTAL:	72.50

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PROGRAM SUMMARY

1. Proponent: Asian Neighborhood Design Prop. #: 16
Address: 1182 Market Street, Suite 300 Date:
San Francisco, CA ZIP Code: 94102

2. Director: Grant Din Phone #: 415.593.0423

3. Total Amount Being Requested .... $$286,579.14

4. Proposed # of Youth to be served: 40

Please summarize the overall design and intent of the program in the space provided below.

Asian Neighborhood Design's (A.N.D.) Employment Training Program was created in 1978 as a response to the lack of jobs paying a living wage for immigrant youth and low-income people lacking formal education. The Employment Training Program provides undereducated, unemployed, and underemployed youth and adults with the opportunity to attain self-sufficiency through an employment training in the construction trades. The Employment Training Program uses an innovative approach that synthesizes the acquisition of hard skills with soft skills such as team building, self-esteem building, anger management, resume and application writing, financial literacy, G.E.D. curriculum and case management. Asian Neighborhood Design believes that a multi-faceted approach to services provides a stronger support base for our clients to transition successfully into adulthood, achieve self-sufficiency and help build a brighter future for themselves and the City of San Francisco.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Asian Neighborhood Design** PROPOSAL #: **16**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$286,579.14**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**27.50**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**20.74**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**15.83**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.83**
	TOTAL:	**71.90**

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PROGRAM SUMMARY

1. Proponent: Brava! For Women in the Arts
Prop. # 17
Address: 2781 24th St.
Date:
San Francisco, CA
ZIP Code: 94110

2. Director: Ellen Gavin
Phone #: (415) 641-7657

3. Total Amount Being Requested $401,941.43

4. Proposed # of Youth to be served: 80

Please summarize the overall design and intent of the program in the space provided below.

BRAVA's SF Runnning Crew program will prepare YO! SF eligible youth (ages 14-21) for entry-level jobs in technical arts. Youth partners will participate in a 12-week, 100 hour training program taught by theater professionals that will prepare them for positions in all aspects of technical theater, including sound and lighting technicians; stage managers; backstage running crew; and box office and house management personnel. In addistion to the core curriculum, participants will be able to take part in writing and acting classes at the Brava Theater Academy. After completion of training, graduates will receive a stipend and will be placed in a six-week internship at a local theater, arts organization, or production company. Following successful completion of the internship youth partners will by placed in a technical arts job paying $8-15/hour. Graduates will receive follow-up retention services for at least 12 months after placement. BRAVA is requesting Title ID funding for Combination of Services Individual Referral. The program uses the following design elements: preparation for secondary education, vocational education, incentive based training, performing arts, apprenticeship programs, job training, and job placement/ development.

BRAVA has operated the SF Running Crew successfully since 1995. Running Crew graduates (more than 250 to date) have a consistent placment rate of over 85% in the theater industry, and many have gone on to higher education in theater or design. In the past few years, the local mid-size theater community has begun to rely on the SF Running Crew trainees, often paying them $10-15/hour and hiring them into staff positions. The program was designed to serve youth who face a number of significant barriers to self-suffiency, including long-term poverty, involvement or risk of involvement in violent or drug related activity, non-responsiveness to traditional academic environments, and lack of high school diploma or G.E.D. Training is conducted at the the Brava Theater Center, with guest instruction taught at various art facilities throughout the city. The program emhasizes accountability, curricula tailored to an individual's needs and evaluation as a critical element throughout the training process.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Brava! For Women in the Arts** PROPOSAL #: 17

PROPOSED # OF YOUTH TO BE SERVED: **80** REQUESTED FUNDING: **$401,941.43**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**21.70**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**16.67**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**09.53**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**8.20**
	TOTAL:	**56.10**

PRIVATE INDUSTRY COUNCIL
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18

PROGRAM SUMMARY

1. Proponent: Rose Resnick LightHouse
Address: 214 Van Ness Avenue
San Francisco, CA ZIP Code 94102
2. Director: Tony Fletcher Phone #: 415-431-1481
3. Total Amount Being Requested .... $ 31,927
4. Proposed # of Youth to be served: 20

Please summarize the overall design and intent of the program in the space provided below.

The LightHouse Youth Program operates year-round in San Francisco, providing recreational, educational, and career development opportunities for blind and visually impaired youth between the ages of 14 and 21 of all socio-economic and ethnic backgrounds.

Through this tri-lateral approach, the LightHouse addresses the prevalent problem of unemployment and premature institutionalization of blind and visually impaired individuals. Recreational and educational support is paramount for change to be seen. The LightHouse serves youth not on track to graduate high school who are basic skill deficient.

Technology and Braille literacy tutoring enable these youth to develop necessary skills for completion of high school, secondary education, and employment. Youth will gain skills and confidence to overcome employment barriers by participating in physical challenges, tutoring sessions, individual employment counseling, relationships with mentors and by interacting with their peers.

Youth who are typically failed by the traditional school system because of their disability will have the chance to gain necessary basic and occupational skills to ensure their productive involvement in society.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Rose Resnick LightHouse** PROPOSAL #: **18**

PROPOSED # OF YOUTH TO BE SERVED: **20** REQUESTED FUNDING: **$31,927**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		32.50
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		25.00
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		19.25
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		10.00
	TOTAL:	86.75

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PROGRAM SUMMARY

1. Proponent: The SF School-to-Career Partnership — Prop. #: 19
   Address: 22 Battery Street, Ste. 426 — Date:
   San Francisco, Ca — ZIP Code: 94111
2. Director: Beatrice Paul Harris — Phone #: 415 623 2425
3. Total Amount Being Requested $137,991
4. Proposed # of Youth to be served: 320

Please summarize the overall design and intent of the program in the space provided below.

The San Francisco School-to-Career Partnership (SFSTCP) requests support to enroll in intensive job-shadowing activities 250-300 low-income, 9th to 10th grade students who are not on track to graduate and to collaborate with local employers to pilot Learn As You Earn (LAYE), a project that will add a SCANS-driven, educational component to existing after-school and weekend jobs that are held by unskilled, at-risk youth. The proposed project targets youth who under-achieve because they are unable to see the connection between what they learn in school and what is required in the work place. Projects from around the country confirm that one of the most effective ways to re-engage this target group is to enroll them in structured and intensive work-based learning activities that connect back to the classroom. At the present, however, San Francisco's youth employment agencies have little to offer these students, precisely because they are doing poorly in school and therefore very difficult to place with employers.

The proposed project will develop a new tier of work-based learning activities that specifically target at-risk students. The project will increase significantly the number of job-shadowing opportunities availble to local youth and it will provide employers with new and less risky opportunities to host students in the workplace. The impact on increasing especially the private sector participation in work-based learning will be further increased by the LAYE project which will demonstrate how regular after-school jobs can be transformed into learning opportunities.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Every Child Can Learn F (School-to-Career Partnership)** PROPOSAL #: **19**

PROPOSED # OF YOUTH TO BE SERVED: **320** REQUESTED FUNDING: **$137,991**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		28.00
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		22.50
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		16.25
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		8.00
	TOTAL:	74.75

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PRIVATE INDUSTRY COUNCIL
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PROGRAM SUMMARY

1. **Proponent:** YGCIC [illegible] 20
   Address: 375 Woodside Avenue, Bldg. W2 [illegible]
   San Francisco, CA **ZIP Code:** 94127
2. **Director:** John Knox **Phone #:** (415)753-7690
3. **Total Amount Being Requested** $239,585.00
4. **Proposed # of Youth to be served:** 40

Please summarize the overall design and intent of the program in the space provided below.

The Aftercare and Assessment Center (AAC) is specifically designed to provide youth at risk or involved with the juvenile justice system with well-coordinated and comprehensive services that are delivered in one location. All AAC's clients will be assessed to determine their priority needs and strengths along with appropriate services they should be referred to through our case management support. We will utilize all information gathered from the client, their school, their probation officer, their attorney, and their family to develop a comprehensive and individualized service strategy. The service provisions of the case plan will be leveraged with other supports from the Juvenile Probation Department, the Girls Justice Initiative of the United Way of the Bay Area (providing gender-specific case management for girls) and the other resources of this grant.

Youth in the juvenile justice system are not offered independent living skills courses unless they are committed to out of home placement. All AAC's clients (who are WIA eligible) will therefore be able to participate in our gender-specific independent living skills courses. Clients may also be referred to our in-house vocational and G.E.D. preparation courses. Enrolled youth will also attend weekly meetings with their assigned case manager and monthly outings with other program participants and staff to enhance their learning experience. The vocational training/computer literacy and ILS gender-specific courses are offered in a cyclical format, which is run in three-month intervals. All youth who participate in these programs will receive monthly stipends, bus passes, and other incentives to increase their self-sufficiency. Short-term vocational training workshops will also offered on an ongoing basis.

Clients will also be referred to our in-house JPD employment-training specialist who will link youth with jobs throughout the San Francisco Bay Area. Youth who have completed our ILS and vocational training courses may also be referred to retail job internships thorough our partnership with Turning Heads and the Volunteer Auxiliary Corner Store of JPD. Our case management services will also refer youth to potential jobs and programs in neighborhoods throughout San Francisco. If our assessments indicate that our program may not be the best way to serve the youth, we will refer them to other appropriate community-based services and provide follow-up case management and tracking to ensure referrals were both successful and effective.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Youth Guidance Center Improvement Committee** PROPOSAL #: **20**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$239,585**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**26.00**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**20.50**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**17.50**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.00**
	TOTAL:	**71.00**

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PROGRAM SUMMARY

1. Proponent: Indochinese Housing Develop Corp. Prop. # 21
Address: 340 Eddy Street, # 100 Date:
San Francisco, CA ZIP Code: 94102

2. Director: Dean Oshida Phone #: (415) 441-2872

3. Total Amount Being Requested $131,242.21

4. Proposed # of Youth to be served: 100

Please summarize the overall design and intent of the program in the space provided below.

The Indochinese Housing Development Corporation (IHDC) is a for-people non-profit organization serving the Southeast Asian (SEA) immigrant community residing in the Tenderloin. IHDC was created in 1981 in response to the large numbers of SEA's coming into the Tenderloin in the 1970's and the many challenges they faced as low-income refugees. IHDC renovated two buildings containing 117 units, now home to over 350 people of whom over 125 are youth. IHDC helps SEA Tenderloin residents become citizens, learn English, access food, obtain jobs, and navigate the educational, public health and criminal justice systems. Through Southeast Asian Children,Youth and Family Program (SEACYFP), IHDC works to build the self-esteem of SEA neighborhood youth of all ages.

IHDC embeds a community mentoring approach within its programs focused on leadership development, literacy skills development, career development and nutrition and physical fitness. If funded IHDC will be able to further enhance and support the educational and vocational supports available to SEA youth in the Tenderloin by providing them with opportunities to improve their basic skills, and obtain occupational and work readiness skills. The IHDC career devevelopment model will address, self -awareness, career and personal assessment, career awareness and exploration, career decision making, career planning and career preparation. Within this model we propose to offer youth a variety of work activities so they may obtain "real life" experiences that will support their educational and career development, and reward them for their accomplishments.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Indochinese Housing Develop Corp**

PROPOSAL #: **21**

PROPOSED # OF YOUTH TO BE SERVED: **100**

REQUESTED FUNDING: **$131,242.21**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**37.50**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**25.50**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**17.50**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**10.00**
	TOTAL:	**90.50**

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PROGRAM SUMMARY

1. Proponent: Brothers Against Guns   Prop. #:
Address: 8 Westpoint Road   Date:
San Francisco, CA   ZIP Code: 94124

2. Director: Shawn M. Richard   Phone #: (415) 920-7030

3. Total Amount Being Requested $505,179

4. Proposed # of Youth to be served: 40

Please summarize the overall design and intent of the program in the space provided below.

Brothers Against Guns will provide comprehensive, life-changing support and case management for 40 youth from Bayview Hunters Point who face the very highest risk of gun violence and who are not on track to graduate high school. Brothers Against Guns is creating, under one roof, a 1-stop shop providing a seamless web of coordinated care to increase the odds of youth survival.
The program design focuses on violence prevention, education and employment strategies leading to graduation, college entrance and career success. With gun violence escalating exponentially in the Southeast sector of the City, the urgency of this effort cannot be overstated.
BAG currently serves more than 60 youth, ages 13-21 and plans to expand capacity to 100 youth by the end of 2004. This project will focus on 40 of those youth, ages 14-18 at the very greatest risk. BAG's intent is to open an enriched County Day School and violence prevention center to provide coordinated services 365 days a year to the 40 youth from 8 a.m. to 8 p.m. Monday-Friday and from noon – 8 p.m. on Saturdays and Sundays.

BAG's violence prevention curriculum will be integrated into the academic content and enrichment programs. BAG will provide daily transportation to all youth to ensure daily attendance and safe passage to and from the school, evening and weekend programs.

Core program elements include: violence prevention, comprehensive assessment and testing, individualized Focus Plans, intensive case management, youth leadership and civic development, job readiness, college orientation and admission assistance, after-school and summer subsidized internships, summer private sector employment, coordinated partnerships among CBOs and youth-serving local government agencies, close collaboration with SFUSD, comprehensive safety planning and suppor services and 12-monyh follow-up services.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Brothers Against Guns.** PROPOSAL #: **22**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$505,179**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		17.50
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		13.00
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		15.75
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		7.75
	TOTAL:	54.00

PRIVATE INDUSTRY COUNCIL
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APR 0 6 2004
23

PROGRAM SUMMARY

1. Proponent: Golden Gate Community, Inc. (GGCI) Prop. #
Address: 3075 21st Date:
San Francisco, CA ZIP Code: 94110
2. Director: Tess Reynolds Phone #: 415-920-9200 x304

3. Total Amount Being Requested .... $ 248,980

4. Proposed # of Youth to be served: 40

Please summarize the overall design and intent of the program in the space provided below.

The Youth Employment Initiative of Golden Gate Community, Inc. (GGCI) follows the design and program elements of the WIA to serve low-income, homeless, and at-risk youth by providing a comprehensive support system leading to employment and economic self-sustainability. GGCI will work with its three existing businesses – Ashbury Images, Pedal Revolution, & Grow Café – to provide on the job training while Youth Outreach Workers provide supportive services. Beginning in 2004, GGCI will also provide placements/referrals to positions outside of the agency.

The Youth Employment Initiative approach follows an intervention strategy based on four development criteria: Educational Achievement, Employment Assistance, Life Development, and Support Services. These four areas will assist and prepare youth served by this program, ages 14-21, to become productive individuals with enhanced job skills, personal development, educational achievement, and increased self-confidence with greater future stability. In addition to training and employment, GGCI offers crisis care/referral, adult mentorship, recreational activities, leadership development opportunities and other supportive services.

Assessment activities and program evaluation takes place through GGCI's Ongoing Assessment of Social Impacts (OASIS) System. Youth served by the program will engage in assessment tasks of the OASIS system to identify current needs, vocational interests, educational levels, and barriers to employment. Qualitative, quantitative, and narrative data is presented to support an individualized plan for each youth served in the Training and Employment program. Moreover, the OASIS system provides program evaluation data tracking progress and follow-up status every six months, for up to 24 months after a youth graduates from the program. Post-graduation evaluation is conducted by an independent research firm, BTW Consultants, with funding through our long-term relationship with the REDF Fund. Over the past 13 years, GGCI has established a successful track record in helping at-risk youth and young adults overcome barriers to employment and achieve higher levels of stability and productivity. Outcomes indicate as many as 75% of our interns remain employed two years after graduation.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Golden Gate Community, Inc.** PROPOSAL #: **23**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$248,980**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		33.25
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		22.50
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		14.00
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		9.00
	TOTAL:	78.75

PRIVATE INDUSTRY COUNCIL
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REC
APR 06 2004

PROGRAM SUMMARY

1. Proponent: 100% College Prep Institute/RPOS Prop. #
Address: 1800 Oakdale Avenue, Room 510 Date:
San Francisco, CA ZIP Code: 94124

2. Director: Tempi Priestly/contact Diane Gray Phone #: (415) 643-1400

3. Total Amount Being Requested $124,457.33

4. Proposed # of Youth to be served:.................... 20

Please summarize the overall design and intent of the program in the space provided below.

The 100% College Prep Institute ("100% CPI") is located in the Bayview Hunter's Point district of San Francisco. With a dream to provide educational resources to African American students, the 100% CPI established a mission "To prepare young men and women to set and achieve high academic, social and artistic goals, and to provide a supportive space to receive tutoring, guidance counseling, and exposure to higher education and rewarding career opportunities."

The 100% CPI offers a multitude of services which it harneses all its activities into one comprehensive College Prep Institute. The mission is accomplished by providing quality college preparatory services including academic tutoring, SAT preparatory workshops, mentoring, academic and college counseling, and completing college applications and financial aid documents.

The 100% CPI targets African American middle school and high school students, particularly those who have not been high achievers in the past. 100% CPI engages the students to seek a higher education and giving them the tools to succeed. Currently 100% CPI serves sixty students with the capability to serve eighty-six students.

The intention of the 100% CPI program is to have each student improve their academic skills and to earn acceptance and attend a four-year university. To assist with these goals, 100% CPI is guided by two volunteer Program Directors in conjunction with the Board of Directors and Parent Association.

Additionally, the tutoring center is staffed by four in-kind tutors and five volunteer tutors.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Renaissance Parents of Success/100% College Prep Inst.** PROPOSAL #: **24**

PROPOSED # OF YOUTH TO BE SERVED: **20** REQUESTED FUNDING: **$124,427.33**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**17.50**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**16.50**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**9.00**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.00**
TOTAL:		**50.00**

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PROGRAM SUMMARY

1. Proponent: Gary W. Banks Prop #: ______
   Address: 870 Innes Ave Date: ______
   San Francisco, CA ZIP Code: 94124
2. Director: Gary W. Banks Phone #: (415) 647-2912
3. Total Amount Being Requested $381,779
4. Proposed # of Youth to be served: 144

Please summarize the overall design and intent of the program in the space provided below.

Family Restoration House's youth programs are both preventative and responsive to the needs of the youth of San Francisco. FRH's youth programs address the needs of the community to close gaps in basic and occupational skills. This is accomplished through the facilitation of proven existing programs and the introduction of a new program.

X-CELL@WORK
The X-CELL @WORK Club is our unique life skills/mentoring program for youth and young adults ages 14 -21. It is FRH's year round onsite youth development and enrichment program and is designed to give participants a healthy sense of identity; the ability to envision their futures as successful people; enhance and strengthen their self-esteem; and help them develop a respect for self and others. Job Readiness and Life Skills discussions and workshops are complemented with experiential activity.
RESTORE YOUTH EMPLOYMENT INSTITUTE prepares youth for successful employment via three programs. Basic Job Training (BaJoT), provides instructor led job readiness and basic skills training. "Ready, Set, Work" (RSW) is another work readiness training program done in a seminar format with follow up case management. The third RYEI program is the summer employment program (SEY). Youth will work 30 hours per week and receive job training. FRH will perform follow up site visits to make certain the experience is a rich one. Below are forecast and and more program characteristics.

PROGRAM	TARGET POPULATION	# PARTICIPANTS/YR
X-CELL@W	Bayview Hunters Point	50
RYEI-		
BaJoT	Bayview Hunters Point	24
RSW	CITYWIDE - SF	45
SEY	CITYWIDE - SF	25
TOTAL PROGRAM PARTICIPANTS		144

All of the above programs are based on a case management approach and deliberately attempt to solidify mentoring relationships. It is also the intention of FRH to leverage collaborations and outsourcing opportunities to provide seamless "wrap around" services to youth. Our youth need opportunities to learn, to grow and to succeed. We are pleased to submit this proposal to PIC to help our youth achieve and restore our communities... one family at a time!

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Family Restoration House** PROPOSAL #: **25**

PROPOSED # OF YOUTH TO BE SERVED: **144** REQUESTED FUNDING: **$381,779**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		26.50
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		21.50
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		15.50
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		7.75
	TOTAL:	71.25

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PROGRAM SUMMARY

1. Proponent: The Family School Prop. #
Address: 548 Fillmore Street Date:
San Francisco, CA ZIP Code: 94117

2. Director: Janetta Nartey Phone #: 415.550.4173

3. Total Amount Being Requested $301,947.64

4. Proposed # of Youth to be served: 75

Please summarize the overall design and intent of the program in the space provided below.

The Family School is requesting funding to support the Sky High Youth Program that incorporates educational achievement, college/career prep, leadership development, and community involvement. The program will focus on the needs of out-of-school youth of color to help them build skills and confidence in math and literacy, develop secondary educational and/or career goals, develop life and leadership skills, and become more engaged in their local communities in order to contribute to society as youth and into adulthood.

The Family School proposes to serve 18 - 21 year old WIA eligible, out-of-school youth, primarily those who are single parents -- including young fathers --through a program designed around 7 areas: 1) Basic Skills: Reading and Math: individual tutoring and computer lab; 2) GED preparation: increasing skill sets in reading, writing, oral communications, critical thinking, problem solving, vocabulary, and GED Test Preparation; 3) College/career prep: the link between education, employment and career will be reinforced through guest speakers, career planning and other services 4) STRIVE Work Readiness Training: high impact work readiness training that meets the needs of both potential employers and STRIVE participants; 5) Job Placement: STRIVE graduates work with a Job Developer until they are employed; 6) Graduate Services: activities are focused on keeping youth employed by overcoming the barriers associated with retaining employment; and 7) Leadership Training and Community Service: youth will participate in a group project each quarter that will focus on community service and the development of leadership skills.

The Sky High Youth Program is a component in our family continuum that focuses on children and youth all the way through young adulthood. TFS programs provide a continuum of quality services that provide youth with skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25. Program participants will have access to onsite childcare, assistance in accessing health and social services and responsible parenting skills training.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **The Family School**

PROPOSAL #: **26**

PROPOSED # OF YOUTH TO BE SERVED: **75**

REQUESTED FUNDING: **$301,947.64**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**36.75**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**21.50**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**17.00**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**8.25**
	TOTAL:	**83.50**

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PROGRAM SUMMARY

1. Proponent: Arriba Juntos — Prop # 27

Address: 1850 Mission Street — Date:

San Francisco, CA — ZIP Code: 94103

2. Director: Dalila Ahumada — Phone #: 415/487-3251

3. Total Amount Being Requested $347,326

4. Proposed # of Youth to be served: 75

Please summarize the overall design and intent of the program in the space provided below.

Our Youth Programs are made up of four main components.

1. CNA program (20 youth)This unique back-to-back training program is Certified by the Private Postsecondary and Vocational Education and the Department of Health Services.

2. AOST progam (10 youth)
Teaches clients the skills needed to survive the contemporary workplace.

3. OJT program (10 youth)
The Program is modeled after our wildly successful adult On-the-Job-Training Program which offers 50% wage subsidy to employers for the first three months of employment.

4. Tree Care (35 youth)
Kids learn about tree care in an urban setting and develop the skills needed for long term success.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Arriba Juntos** PROPOSAL #: **27**

PROPOSED # OF YOUTH TO BE SERVED: **75** REQUESTED FUNDING: **$347,326**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	(40 points)	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		19.00
B. Organization and Coordination	(30 points)	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		13.25
C. Services to Priority Population	(20 points)	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		9.25
D. Administration and Financial Management	(10 points)	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		7.25
	TOTAL:	48.75

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PROGRAM SUMMARY

1. Proponent: Ingleside Community Cener
   Address: 1345 Ocean Avenue
   San Francisco, California
   ZIP Code: 94112

Prop. # 78
Date:

2. Director: Monique Martin, Executive Director
   Phone #: 415-587-5513
3. Total Amount Being Requested $96,561.00
4. Proposed # of Youth to be served: 25

Please summarize the overall design and intent of the program in the space provided below.

Ingleside Community Center (ICC) is a non-profit, 501©3 organization sponsored by and housed within Ingleside Presbyterian Church. ICC was incorporated in 1986, and has served the Ocean, Merced and Ingleside (OMI) community district for over eighteen (18) years. Our WIA-One Stop Development Center Program (WOSDCP), will provide youth and young adults a positive learning and working experience, while simultaneously preparing them for advancement in the economic job market. Our services will include: after-school tutoring (with strong emphases being placed on math, reading, focusing and science); job training/job placement and case management services; multimedia web-page and website design; computer networking classes; hardware upgrade and installation training; solar energy auditing and educational workshops. Mentoring & leadership training; arts & crafts; after-school snacks; recreational activities; fieldtrips; college and career preparational training; SAT/STAR and GED preparations; financial management workshops; scholarship recommendations and the issuance of student transportation incentives and/or stipends based on need, attendance, job readiness evaluations and classroom participation. Bilingual services and students with special learning disabilities will receive services, through the assistance of partnering collaborators such as: City College of San Francisco, SF State University, Lick-Wilmerding Alumni Association and Board of Directors, as well as the faculty body of UC Berkeley Extended Learning Center for youth with learning disabilities, ADHD and speech impediments. There is no cost to the students or their families for program enrollment and ICC will service 25 youth annually, ages 14 to 21, at-risk, from diverse ethnic backgrounds, low-income and who reside within the OMI and other surrounding southeastern communities.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Ingleside Community Center** PROPOSAL #: **28**

PROPOSED # OF YOUTH TO BE SERVED: **25** REQUESTED FUNDING: **$96,561**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**28.00**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**22.75**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**14.50**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**5.75**
	TOTAL:	**71.00**

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PROGRAM SUMMARY

1. Proponent: Mission Hiring Hall, Inc. Prop. #

Address: 288 7th Street Date:

San Francisco, CA ZIP Code: 94103

2. Director: Don Marcos Phone #: (415) 865-2105

3. Total Amount Being Requested $94,378

4. Proposed # of Youth to be served: 15

Please summarize the overall design and intent of the program in the space provided below.

The purpose of our youth employment program is to prepare the youth to become self-sufficient, productive citizens with the opportunity to earn over $10.00 per hour. A typical week in the Youth program addresses a combination of job readiness and life skills training.

MHH will provide these services to low-income San Francisco youth, ages 17-21, Monday through Friday, 9 a.m. to 5 p.m., in the Mission, South of Market and Excelsior neighborhoods. Intake, counseling/case management, basic skills training, job development/placement and supportive services for youth will be offered on an ongoing and individual basis. For qualified applicants, MHH offers occupational skills trainings cyclically. All job readiness programs are job driven and fully-packaged with set curriculums and can be activated depending on availability of jobs.

To help participants achieve their goals in the program, MHH will extend supportive and employment services to the youths' immediate family members and guardians with the understanding that household stability and encouragement contribute to young people's successes. MHH will also encourage youth to adopt leadership and mentoring roles in the operation of the agency's programs. Youth program alumni and current participants will be invited to outreach, mentor and speak to the new and prospective students. Participants, who possess computer skills, may also be recruited for an internship as a resource assistant in the computer lab.

In addition to one-on-one remedial education, GED services will beoffered through referrals to CCSF or other community-based organizations. The Youth Coordinator will emphasize the importance of earning a HS diploma or GED to secure jobs with advancement opportunities. It is also a requirement for most of MHH's programs, including Security, Electrical, and Construction Administration, all of which promise progressively higher wages.

MHH's training offers a quality job experience for the youth and current linkages to employers who offer quality work experience, both subsidized and unsubsidized. By providing a range of industry training, MHH serves youth with entry-level job preparation in areas such as Housekeeping and Security and higher skilled occupational training such as Construction Administration. Within our scope of services participants can make an initial entry into the job market and then move to transitional and higher-skilled employment.

MHH sees Youth in the priority population sharing common barriers to education and employment including a lack of direction and the inability to focus. The inherently transient nature of youth often magnifies the challenges in setting and arriving at goals, particularly for young people who are experiencing an identity crisis. Our target population will be youth who possess multiple barriers to education and employment. MHH will utilize outreach techniques that extend deeper into hard to-reach communities with the intention of sharing its services with young people who are in greatest need of its services, expertise and support.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Mission Hiring Hall** PROPOSAL #: **29**

PROPOSED # OF YOUTH TO BE SERVED: **15** REQUESTED FUNDING: **$94,378**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**37.75**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**25.25**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**19.75**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**9.50**
	TOTAL:	**92.25**

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PROGRAM SUMMARY

1. Proponent: Tides Center/Infusion-One Prop. #

Address: 1307 Evans Avenue Date:

San Francisco, CA ZIP Code: 94124

2. Director: Theron L. Jones I Phone #: (415) 641-1704

3. Total Amount Being Requested $531,265.32

4. Proposed # of Youth to be served: 75

Please summarize the overall design and intent of the program in the space provided below.

Infusion-One is submitting this RFQ to provide services through our Youth Leadership Devlopment (YLD Program. Program activities will include basic and advance college preparation and core training in Library Research, Civic and Voter Education, Public Speaking, Event Planning and Peer Mmentoring.

The Community Outreach Board (CAB) a ongoing project of the YLD Program will emphasis youth involvement in various local governmental agencies during attending and interacting at their meetings

Core training in Library Research, Public Speaking, Event Planning, Civic and Voter Education Peer Mentoring. (Outcome # . Increase children and youth's skills at working collaboratively with peers and adults.) (Outcome # . Increase children and youth's capacity for leadership.)

(Outcome # . Increase children and youth knowledge of and interaction with local government agencies to have a positive impact on their community through active participation.

******Graduated incentive stipends will be provided to youth participants at the completion of each level of training.******

College preparation workshops will require parent involvement and separate workshops will be given to provide parents with pertient information and tools to assist their children through the process from personal statements to financial aid, with support also being provided after students had entered college.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Tides Center/Infusion One**

PROPOSAL #: **30**

PROPOSED # OF YOUTH TO BE SERVED: **75**

REQUESTED FUNDING: **$531,265.32**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**21.50**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**16.25**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**13.50**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**8.00**
TOTAL:		**59.25**

PRIVATE INDUSTRY COUNCIL
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APR 06 2004

PROGRAM SUMMARY

1. Proponent: Larkin Street Youth Services Pr[illegible]:
Address: 1138 Sutter Street Date:
San Francisco, CA ZIP Code: 94109
2. Director: Denise Wells, Chief Oper. Officer Phone #: 415-749-3841
3. Total Amount Being Requested $269,158
4. Proposed # of Youth to be served: 60

Please summarize the overall design and intent of the program in the space provided below.

Larkin Street's HIRE UP program provides comprehensive education, employment and training services in a modular, open-entry delivery system designed to meet the unique needs of homeless and at-risk youth (including in-care and emancipated foster youth and out-of-school youth). Components of HIRE UP currently include: education and employment assessment; employment skill building and career exploration; a day labor program; employability skills development through job readiness classes; computer skills training; individualized job placement, pre- and post-placement counseling and retention services, educational advocacy, and post-secondary education advising. Given the severe challenges faced by the target population, these core activities are supplemented by extensive counseling and case management services to ensure that the young people have the tools and support necessary to participate in—and achieve success at—such structured activities. The program's separate but integrated components can be accessed individually, enabling the participants to utilize just those services they need to achieve their employment and/or educational goals. The components may also be accessed consecutively, enabling participants to progressively develop a marketable skill set, clear career goals, and a positive attitudinal and behavioral outlook that will greatly increase their chances of identifying career interests and setting a plan to achieve them.

Central to HIRE UP's success is the fact that its education and employment services are provided within the context of Larkin Street's comprehensive continuum of services, which includes street outreach; emergency, transitional, and permanent housing; primary medical care; mental health and substance abuse services; and HIV/AIDS prevention and treatment. This continuum enables Larkin Street to provide highly individualized youth-focused services, offering each youth the specialized services that he or she needs to make a successful transition to independent, self-sufficient adulthood. This broad range of housing and supportive services significantly strengthens Larkin Street's ability to retain youth in the program and to ensure that they will be successful in meeting their employment and educational goals.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Larkin Street Youth Services** PROPOSAL #: **31**

PROPOSED # OF YOUTH TO BE SERVED: **60** REQUESTED FUNDING: **$269,158**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**36.00**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**21.50**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**17.75**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**8.00**
	TOTAL:	**83.25**

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PROGRAM SUMMARY

1. Proponent: LYRIC (Lavender Youth Recreation
Address: 127 Collingwood Street
San Francisco
ZIP Code: 94114

Prop. # 32
Date:

2. Director: Tracy Boggs
Phone #: 415.703.6150

3. Total Amount Being Requested........$255,760.26

4. Proposed # of Youth to be served:........60

Please summarize the overall design and intent of the program in the space provided below.

LYRIC is a multi-service community center for lesbian, gay, bisexual, transgender, and questioning (LGBTQ) youth. LYRIC's Youth Employment & Scholastic Success (YESS) program goal is to provide safe, age appropriate and quality success opportunities to LGBTQ youth ages 14-21 who live in all neighborhoods of San Francisco. Participants will:

- Obtain guidance and skills to design and implement their own education and career action plans;
- Work as interns for 3 to 6 months on literacy development or other projects that aligns with their career interests
- Lead and facilitate discussions, meetings, and play leadership role in community service projects
- Increase exposure to and understanding of career options and educational requirements
- Develop positive relationships with caring adult mentors and staff.

Beginning with a comprehensive intake, youth needs and interests are assessed. The Education & Economic Development Manager coordinates service delivery and advocacy needed for participants. Depending on results of the assessment, the Manager will connect youth with the Educational Services Coordinator (for literacy development and graduation/college requirements), Employment Placement Speacialist (job search and placement), Outreach and Training Coordinator (job readiness trainings), or the Volunteer & Leadership Coordinator (mentors). Youth may participate in any of the WIA program elements available, such as job readiness trainings, financial management training, career counseling, tutoring, and support services. Overall, the YESS Program provides a safe, supportive, and engaging alternative for LGBTQ youth.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Lavender Youth Recreation & Information Center** PROPOSAL #: **32**

PROPOSED # OF YOUTH TO BE SERVED: **60** REQUESTED FUNDING: **$255,760.26**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**32.00**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**26.50**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**15.25**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.25**
	TOTAL:	**81.00**

PRIVATE INDUSTRY COUNCIL
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APR 0 6 2004

PROGRAM SUMMARY

1. Proponent: MISSION LANGUAGE & VOCATIONAL SCHOOL, INC. Prop. # 38

Address: 2929 19TH Street Date:

San Francisco, California ZIP Code: 94110

2. Director: Daniel Brajkovich Phone #: (415) 641-3715

3. Total Amount Being Requested .... $ 466,738

4. Proposed # of Youth to be served: 120

Please summarize the overall design and intent of the program in the space provided below.

Mission Language and Vocational School (MLVS) will provide low-income, out-of-school youth with a comprehensive resource for learning the basic vocational, educational, and leadership skills necessary to enable them to find and retain quality, unsubsidized employment before the age of 25, as well as opportunities for continuing into post-secondary education. The program will serve youth participants in the 19-21 age group, of whom 100% will be low-income and have significant educational and occupational barriers including limited English proficiency (LEP), lack of basic reading and math skills, no high school diploma, computer illiteracy, homelessness, gang involvement, substance abuse, disabilities, welfare dependency, and/or pregnant or parenting teens. MLVS provides not only educational and vocational instruction including Vocational English as a Second Language (VESL), but also support services such assessment, counseling, intensive job development, mentorship, and follow-up: Our curriculum, approved by the Bureau for Private Postsecondary and Vocational Education (BBPVE), has three phases over a maximum of 48 weeks: 1) **Basic Skills** with an emphasis on ESL and/or basic reading, basic math, and vocationally-specific, and special skills classes; 2) **Occupational Skills** in one of five fields of study: Computer Networking, Computerized Accounting, Medical Assisting, Culinary Arts, or Advanced Clerical; and 3) **Job Readiness Skills,** preparing students with the skills, documents and behaviors needed to find emploiment. The maximum length of training is 48 weeks divided into six-week cycles (30 hours/week). **Computer Networking** teaches students to design, implement, and troubleshoot computer networks, combining hands-on training and interactive Webserver lessons. Students will be prepared to take A-Plus and Microsoft/Cisco certification exams. **Computerized Accounting** provides a core accounting curriculum that incorporates Quickbooks, Peachtree, Business Math, Accounting, Terminology, MS, Excel, and Basic Internet Skills. **Medical Assisting** provides instruction in medical terminology, anatomy, physiology, laboratoty procedures, phlebotomy and computer applications such as Medisoft. The **Latino Culinary Academy** trains students to be restaurant cooks through intensive instruction in cooking, food preparation, customer service, safety/sanitation, and management. **The Clerical Program** provides vocationally-based training in today's office technology. It covers MS Office 2000, Word, Excel, Access, and Power Point. **Program Outcomes** include: intensive client-centered case management of 120 youth including compilation of an Individual **Service Strategy (ISS)** to assure appropriate supportive services, and to empower youth in the process of creating goals and the strategies to achieve them. Placement of 75 youth with minimum hourly wages of $9.00/hr. Tutoring, counseling, academic planning and **GED Preparation** are provided. After placement in jobs, trainees will undergo a 12-month follow-up service which includes one-to-one counseling, health screenings and advice, job development, after-work tutorials, peer meetings, and mentorship. MLVS partners many other organizations and agencies in San Francisco and is committed to its role as an Access Point, in close collaboration with the One-Stop San Francisco. Over the past thirty-six years, MLVS has continuously administered innovative, high performing youth educational and workforce development programs.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Mission Language & Vocational School** PROPOSAL #: **33**

PROPOSED # OF YOUTH TO BE SERVED: **120** REQUESTED FUNDING: **$466,725**

SELECTION CRITERIA

Maximum Points: **Score**

A. Program Design .... *(40 points)*

Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education.
Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
Incorporation of Youth Development Principles.
Consistency with Workforce Investment Act's program design requirements
Neighborhood-based **34.75**

B. Organization and Coordination .... *(30 points)*

Evidence of providing culturally competent services
Leveraging other funds for program
Ability to provide comprehensive services through formal relationships with other providers **17.00**

C. Services to Priority Population .... *(20 points)*

Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens)
Ability to recruit priority population **18.25**

D. Administration and Financial Management .... *(10 points)*

Prior experiences in managing public and private grants
Program evaluation
Participant record keeping **6.625**

TOTAL: **76.625**

PRIVATE INDUSTRY COUNCIL
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APR 06 2004

PROGRAM SUMMARY

1. Proponent: California Lawyers for the Arts Prop. #:
Address: Fort Mason Center, C-255 Date:
San Francisco, CA ZIP Code: 94123

2. Director: Alma Robinson Phone #: 415-775-7200

3. Total Amount Being Requested $208,299.66

4. Proposed # of Youth to be served: 40

Please summarize the overall design and intent of the program in the space provided below.

Spotlight on the Arts is a job training, job readiness, job placement,collegeand career counseling and skills development program that is offered in the summer and year-round. 40 youth will be placed in subsidized internships at non-profit arts organizations for in the summer for seven weeks, working twenty hours per week and attending four four -hour enrichment workshops, covering topics such as resume writing, interview skills, workplace etiquette, communication skills, goal setting, and careers in the arts. Youth will attend "backstage" tours at arts organizations such as the S.F. Opera and the Museum of Modern Art. Youth will attend performing arts events in the evenings chaperoned by staff and parents.

Youth who successfully complete the summer program will be invited to continue in the year round program. Youth will receive college counseling by the education consultant who will work in tandem with SFUSD guidance counselors and college admissions officers. Youth will tour local colleges such as S.F. State, U.C. Berkeley, Laney Junior College, and California College of Arts.

Youth in school will work in subsidized internships after school ; while youth out of school may work during school hours.

The overall intent of the program is to provide youth with access, experience and information about careers in the arts, the fourth largest growing employment sector in San Francisco. Youth are interested in the arts; popular music, television and movies engage contemporary engage them, yet they know little about the diversity of opportunities in thearts as a career path. Youth will gain invaluable general office, job readiness, interpersonal skills, identify and explore career goals.

The program design contemplates supervision and mentoring of youth by the Executive Director, Program Director, Program Manager, as well as the support of counselors, who develop individualized plans for each student. The goal is for each student to connect their career aspirations with meaningful educational goals, such as obtaining a GED certificate, a high school diploma, or admission to college. Starting with their own exercise of setting goals for the summer, and continuing with ongoing self-evaluation and reflection, we see our program participants reaching and achieving higher goals than they thought they ever could. This inspires us to continue this work and reminds us of our own vision: "It takes a whole child to raise a village."

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **California Lawyers for the Arts** PROPOSAL #: **34**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$208,299.66**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		27.83
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		23.00
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		15.17
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		8.67
	TOTAL:	74.67

PRIVATE INDUSTRY COUNCIL
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APR 06 2004
35

PROGRAM SUMMARY

1. Proponent: Boys & Girls Clubs of San Francisco
   Prop. #:
   Address: Main: 88 Kearny Street, 12th Floor
   Date:
   Program: 1654 Sunnydale Ave.
   ZIP Code: 94134
2. Director: Michael Cosby
   Phone #: 415-445-5432
3. Total Amount Being Requested $150,000
4. Proposed # of Youth to be served: 40

Please summarize the overall design and intent of the program in the space provided below.

The Sunnydale Boys & Girls Club WIA Youth Program will serve 40 youth ages 14 to 18 providing opportunities for at-risk youth to gain access to positive experiences that will set the stage for success throughout their lifetime. The youth will have an initial assessment of education level, basic skills, and work readiness skills, within one month achievement goals are set. Participants assigned a tutor will meet twice a week for an hour and a half. In the Club's Education/Tech Center participants will receive support toward their increasing their literacy/math grade level and/or being on track for graduation/receiving their GED, and case management which will include: finding an occupational training program, summer employment opportunity search, finding an alternative secondary school and comprehensive guidance and counseling services.

Following participants' work toward their goals they will participate everyday in a variety of different activities offered at the Club. Our activity system is built upon the premise that youth should have the freedom of choice from a broad range of activities. The Social Recreation Director plans and coordinates a variety of activities including sports and fitness activities, cultural awareness, fine arts and photography, digital and graphic design, leadership opportunities and trips to Camp Mendocino. **All Boys & Girls Club programs incorporate the *Youth Development Strategy*,** fostering a sense of belonging, competence, usefulness, confidence and influence among young people. Our Program provides a safe and secure infrastructure to effectively provide best practices youth development services and positive, alternative activities that will enrich the lives of young people and position them for responsible adulthood. It is important to note that this is not just a school-year program. The daily attendance at our Clubs peaks in the summer by as much as 50%, so the need for Clubhouse-based educational programs during the summer is tremendous.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Boys & Girls Clubs of San Francisco** PROPOSAL #: **35**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$150,000**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**28.00**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**22.00**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**17.33**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**9.33**
	TOTAL:	**76.67**

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APR 06 2004

Prop. #: 21
Date:

PROGRAM SUMMARY

1. Proponent: Marriott Foundation -Bridges from school to work
   Address: 785 Market Street, Suite 700
   San Francisco, CA ZIP Code: 94103
2. Director: Anthea Charles Phone #: (415) 227-4330
3. Total Amount Being Requested $160,152
4. Proposed # of Youth to be served: 40

Please summarize the overall design and intent of the program in the space provided below.

The Marriott Foundation for People with Disabilities, through its *Bridges...from school to work* (Bridges) program, is proposing to serve in-school youth and out-of-school youth during the program year beginning July 2004 through June 2005. The project will serve youth with a broad range of disabilities; all participants will have a physical or mental impairment that substantially limits one or more major life activities. Virtually all participants will have additional significant employment barriers.

With this proposal, the Marriott Foundation intends to offer two programs:

- A program to serve 25 in-school youth.
- A program to serve 15 out-of-school youth.

The Marriott Foundation operates *Bridges...from school to work* with this mission: *Bridges exists to foster self-sufficiency of young people with disabilities through quality, competitive employment experiences.* To accomplish this mission, *Bridges* has three specific objectives:

- To help young people gain critical employment experience as they graduate from high school.
- To help employers gain access to a valuable and often overlooked source of new employees.
- To support both toward a mutually beneficial employer/employee relationship.

The San Francisco Bridges site was opened in 1990. In that time, Bridges has placed more than 1300 special needs youth in unsubsidized employment with more than 400 San Francisco employers. Five years ago, in response to the needs of our local consumers, Bridges expanded its eligibility beyond the traditionally "disabled" population to include youth identified to be "at risk" by the San Francisco Unified School District, and the juvenile justice system. The program has placed more than 300 severely "at risk" youth in competitive employment.

With the support of this grant Bridges would staff 2 fulltime direct service positions to serve 40 youth ages 18 - 21 over the course of a twelve month period, placing 30 in unsubsidized employment with 20 completing 180 days of employment, and 14 achieving career advancement. Benchmarks of career advancement will include: quantifiable increases in responsibilities, increased hours and wages, promotion with the current employer, or transferring to another job with a new employer, and pursuit of career oriented education and training.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Marriot Foundation-Bridges From School to Work** PROPOSAL #: **36**

PROPOSED # OF YOUTH TO BE SERVED: **40** REQUESTED FUNDING: **$160,152**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**32.66**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**16.00**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**16.84**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**8.00**
TOTAL:		**73.50**

PRIVATE INDUSTRY COUNCIL
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Received
APR 06 2004

PROGRAM SUMMARY

1. **Proponent:** RAP Collaborative/ MNC, Inc. Prop # 31
Address: 2730 Bryant Street Date
San Francisco, CA. **ZIP Code:** 94110

2. **Director:** Roberto Ariel Vargas **Phone #:** 415-920-9171

3. **Total Amount Being Requested** .... $ 366,244.44

4. **Proposed # of Youth to be served:** 300

Please summarize the overall design and intent of the program in the space provided below.

Program is intended to provide high-risk youth with services that will enable them to succeed by attaining social skills, education, health and case management services leading to completion of high school and GED. Our collaborative provides a continuum of care with comprehensive services for multiple needs. Co-located at one center, we have a health clinic with medical and mental health services, two high schools, a nursery and childcare center, a computer lab, and many case management and support services. Our partners include: Insituto Familiar De La Raza (IFR), Horizons Unlimited of San Francisco (HU), the Castro-Mission Health Center (RAP Clinic), Mission Family Services (MFS), Mission Neighborhood Centers (MNC), RAP, INC., Teenage Pregnancy and Parenting Project (TAPP), San Francisco State University (Step to College), YOSF Mission and the SFUSD (RAP HS and Hilltop Schools).

Our Calles component will provide street outreach and intervention for gang involved and youth at risk for involvement. Calles provides mediation for street conflicts and safe passage for youth through out of dangerous situations. Provides juvenile court advocacy providing alternative plans to incarceration.

College and Career Case Management provides school-to-career activities and case management including job shadowing, career speakers, internships; SAT prep, admissions and sinancial aid assistance.

GED instruction provides day and evening classes in a small class setting with tutorial, personalized instruction, childcare and refreshments. Supported by case management and other services.

Tutorial provided in and out of classroom setting by SFSU students, reflective of students' communities, one-on-one, for GED and RAP and Hilltop students.

Truancy Case Management serves habitually truant youth, meeting consistently with student, parents, school and community staff to remove barriers to attendance. Provides work, recreation and other incentives.

Youth Leadership Coordinator trains and supports Youth Council who will provide leadership/ advice on program design and evaluation. Youth Council will organize peers to make social change, create community projects and events.

Young Men's and Women's Groups bridge cultural divides and improve behavioral health of participants

Digital Media and Cooking Classes provide marketable skills attainment, co-facilitated by SFUSD and CBO staff. Partnership with CCSF to develop skills in culinary arts as a career option.

RAP Collaborative coordination enables partner agencies to plan strategically, reducing duplication of efforts, increasing access to multiple services, and developing sustainability. Collaborative leverages resources in referral and the development of common infrastructure.

Partner schools target high-risk, expelled and truant youth; pregnant and parenting teens.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Mission Neighborhood Centers/RAP Collaborative** PROPOSAL #: **37**

PROPOSED # OF YOUTH TO BE SERVED: **300** REQUESTED FUNDING: **$366,244.44**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design..........	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**33.33**
B. Organization and Coordination..........	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**28.00**
C. Services to Priority Population..........	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**14.00**
D. Administration and Financial Management..........	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**6.67**
	TOTAL:	**82.00**

PRIVATE INDUSTRY COUNCIL
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PROGRAM SUMMARY

1. Proponent: TURNING HEADS
Prop. #
Address: 383 RHODE ISLAND STREET, SUITE 301
Date:
SAN FRANCISCO, CA
ZIP Code: 94103

2. Director: DORIAN JOHNSON
Phone #: 415.333.1629

3. Total Amount Being Requested $162,622

4. Proposed # of Youth to be served: 70

Please summarize the overall design and intent of the program in the space provided below.

Our primary goal is to use entrepreneurship education as a method for placing youth onto career or college pathways. Additional goals with this grant are to serve 70 teenage youth through two education programs, a paid vocational entrepreneurship training program at Log Cabin Ranch serving 30, and a paid retail and sales training program at the Youth Guidance Center Corner Store serving 40. In addition, program participants who complete those programs will be eligible for job placement assistance through Goodwill Industries.

Turning Heads educates incarcerated youth in entrepreneurship while at the same time improving literacy, math, financial and personal life skills. The young people in our programs are also taught how to produce their own saleable products, research the marketability factors, and participate in a variety of selling events. The program pays them for their work on product development as well as providing paid internships in retail sales. They achieve personal and intellectual ownership of the products they create and the proceeds from sales go to them.

Turning Heads is the result of the three year teaching relationship between three committed vocational business instructors and Log Cabin Ranch to create a business program that provided hands-on learning and transition support to youth offenders. On April 2003, the success of program was featured in the **New York Times**, Education Life section, called "Out of Trouble, Into Business," based on our partnership with the National Foundation for Teaching Entrepreneurship. As a result, in December 2003, we received a capacity grant from the Vanguard Public Foundation for $75,000 to grow our organization. We have since been invited by the Juvenile Probation Department and the Volunteer Auxiliary of YGC to establish the Vocational Entrepreneurship Alliance which will bring together employment training services at YGC, LCR, Girls" Services, and YTEC. Our total organization budget for 2004 is $400,000 (30% government, 40% foundations, 20% contract services, and 10% individuals). Turning Heads currently consists of four staff members, one full time project coordinator and part-time follow up coordinator and three educational consultants. To date, we have served 200 youth through our program, and expect to serve 100 in 2004.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Van Guard Public Foundation/Turning Heads** PROPOSAL #: **38**

PROPOSED # OF YOUTH TO BE SERVED: **70** REQUESTED FUNDING: **$162,622**

SELECTION CRITERIA

	Maximum Points:	**Score**
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**17.16**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**6.66**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**12.66**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.85**
	TOTAL:	**44.33**

PRIVATE INDUSTRY COUNCIL
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APR 06 2004

PROGRAM SUMMARY

1. Proponent: Renaissance Parents of Success Prop. #
   Address: 1485 Bayshore Boulevard, Suite 348 Date.
   San Francisco, CA ZIP Code: 94124
2. Director: Tempi Priestly Phone #: (415) 330-0281
3. Total Amount Being Requested $205,434.00
4. Proposed # of Youth to be served: 50

Please summarize the overall design and intent of the program in the space provided below.

In partnership with the San Francisco Foster Care Initiative[1], the Employment Development Department (EDD), Southeast Community College, San Francisco Department of Human Services (DHS), the Independent Living Skills Program (ILSP) and One Stop Career Center[2] (One Stop), RPOS will provide coordinated and integrated employment and educational services for youth in the foster care system.

Our overall goal in securing SF-PIC support is to provide opportunities for at least 50 youth involved with the foster care system to increase employability and reconnect them to school or help them obtain their GED while also providing living skills, thereby helping them to become self-sufficient and preparing them for a successful transition to adulthood.. As such, we will:

(1) Provide an intensive assessment of educational and employment skills, provide job readiness training, place youth in unsubsidized employment opportunities and provide follow-up support and supervision to ensure their retention on the job.

(2) Ensure youth attain a minimum educational level by helping them to reconnect to school and graduate or acquire their GED or California High School Equivalent.

(3) Assure youth have life skills and self care resources.

DHS, ILSP and One Stop will coordinate with RPOS to develop joint case plans and service goals, participate in cross staff training, program monitoring and evaluation. RPOS will also work with One Stop and the EDD to produce quarterly job fairs. Southeast Community College will provide an instructor for the soft skills curriculum and GED/Pre-GED programming. San Francisco Foster Care Initiative steering committees will continue to work toward developing long-term and short term housing, Individual Development Accounts and scholarship support for youth who have housing needs as well as receiving referrals of youth who need services that fall beyond RPOS's scope of practice.

Our program is housed at 1800 Oakdale Avenue -- the City College Southeast campus at the Southeast Community Facility. We are co-located with One Stop, DHS and other CBO's, including the community day school and Samoan Affairs. It is this close proximity that not only strengthens inter-agency linkages, but also makes our work plan more achievable.

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[1] A United Way sponsored group of 22 non-profit, corporate and government agencies that provide a coordinated network of services including housing, jobs, educational opportunities and support services for foster youth.

[2] One Stop Career Center is a federally-funded agency that offers businesses and job seekers convenient access to a wide array of services under one roof.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Renaissance Parents of Success** PROPOSAL #: **39**

PROPOSED # OF YOUTH TO BE SERVED: **50** REQUESTED FUNDING: **$205,434**

SELECTION CRITERIA

Maximum Points: **Score**

A. Program Design .... *(40 points)*

Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education.
Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
Incorporation of Youth Development Principles.
Consistency with Workforce Investment Act's program design requirements
Neighborhood-based **37.17**

B. Organization and Coordination .... *(30 points)*

Evidence of providing culturally competent services
Leveraging other funds for program
Ability to provide comprehensive services through formal relationships with other providers **28.33**

C. Services to Priority Population .... *(20 points)*

Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens)
Ability to recruit priority population **18.66**

D. Administration and Financial Management .... *(10 points)*

Prior experiences in managing public and private grants
Program evaluation
Participant record keeping **10.00**

TOTAL: **94.17**

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of San Francisco, Inc.

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PROGRAM SUMMARY

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1. Proponent: Shih Yu-Lang Central YMCA   Prop. #:
   Address: 220 Golden Gate Avenue   Date:
   San Francisco   ZIP Code: 94102
2. Director: John Kevin Jefferson III   Phone #: 415-885-1246
3. **Total Amount Being Requested** $215,000
4. **Proposed # of Youth to be served:** 100

Please summarize the overall design and intent of the program in the space provided below.

Design

The purpose of the career and college achievement program is to provide opportunities for the Tenderloin's young people to engage activities that support their efforts to choose post-secondary education and/or a career path. Through this program, youth participants will increase awareness of their requirements for college admission, apply to colleges and universities, increase awareness of specific career paths and take neccessay steps to achieve their chosen path. Our program's will use a project-based learning approach in which youth will use technology and the world-wide at the Shih Yu-Lang YMCA's Technology Center (established in 2002), to explore possibilities related to pursuing higher education and/or a career path.

Club CCAP (Career-College Achievement Program) will open the doors of higher education and career opportunities to participating youth. The focus of Club CCAP is to engage youth participants in the process of mapping out their future through exploring, identifying, and building the necessary skills to meet their academic and career aspirations.

Needs

The Shih Yu-Lang Central YMCA is at the epicenter of San Francisco's poorest community and serves our city's most at-risk youth. Our supervisoral district has a total population of 7,237 youth under age 18 and of that population, 48.4% are under the official poverty line. Racially and ethically, 20.5% of our youth are latino, 8.5% black, 27.2% Asian and 14.4% are either Pacific Islander, at least bi-racial or "other." In our community, 27% have no high school diploma, and another 16% have "just" a high school diploma or a GED. Surprisingly, 21% of our community's youth between the ages of 5 and 20 have some form of disability, and 54.4% speak some language other than English at home. The challenges to serving this population of youth are formidable.

Intent

The activities we propose in this program will introduce our youth to a variety of activities and resources to enable them to gain a record of achievement, gain knowledge of the paths they need to pursue their educational and career goals, and to assist them in gaining access to the resources they need to pursue those goals. Many of our youth are not being adequately served in this capacity by their schools or other organizations and we are proposing a program that will open the doors to higher education and onward career training for our youth.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **YMCA of San Francisco/Shih Yu-Lang** PROPOSAL #: **40**

PROPOSED # OF YOUTH TO BE SERVED: **100** REQUESTED FUNDING: **$215,000**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**23.16**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**21.84**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**16.00**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.50**
	TOTAL:	**68.50**

PRIVATE INDUSTRY COUNCIL
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APR 0 6 2004

PROGRAM SUMMARY

1. Proponent: Skills Academy   Prop #: 41
   Address: 41 Moss Suite 103   Date:
   Oakland, CA   ZIP Code: 94610
2. Director: Brenden Anderson   Phone #: 510.652.6997
3. Total Amount Being Requested........ $377,070.00
4. Proposed # of Youth to be served:........ 120

Please summarize the overall design and intent of the program in the space provided below.

The overarching program mission is to equip youth and young adults with the skills to improve their college and career opportunities. The enrichment program utilizes a tutorial, skill workshops, mentors, internships and case management to improve the academic, life and job skills for participants. The ultimate goal is to develop a culture where young adults are trained to coordinate and manage enrichment programs to impact their own communities. They will receive the experience and job skills necessary to complete the cycle by giving back to their community and being positive role models and mentors for the youth.

We will recruit and train 25 in-school and out-of-school youth over the summer to hire as tutor/mentor interns for the full year comprehensive program. We will provide monthly follow up training sessions throughout the year. Those who demonstrate leadership ability will be further trained to be site cordinators and case managers. These interns will learn marketable job skills in the academic and youth development fields which will provide them with a foundation to continue their education and to create a career path. Empowering these youth leaders to impact their own community will help transform the culture into one of respecting education and understanding the power it lends.

These interns will be employed at up to three sites around San Francisco, we are focusing our attention in the Mission, Sunnydale and Hunters Point because of current partnerships with RAP school, SF Boys and Girls Club and the SF YMCA. Through those relationships we will recruit, accept and tutor up to 25 in-school and out-of-school youth at each site. The program will run on 3-twelve week cycles. That allows for reassessment of each students and will allow times to accept new enrollees. The program will meet at least 2 times a week for an average of 4 hours a week.

We will assess the academic and job skills of participants and design an Individualized Learning Plan (ILP) for them to follow while the results are tracked. We will offer skill workshops and partner with other services that offer vocatoinal training and counseling services. To raise student academic achievement we will focus on the math, reeading and writing core. We will assess the students level based on the state standards. To prepare them for college we will counsel them on the A-G classes necessary for admissions.

Interns assigned to each site will be responsible to connect with the youths at school, help manage youth participation, tutor and mentor. They will receive program development training throughout the year as well as opportunities to show their leadership and gain greater responsibility and experiences.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **Skills Academy** PROPOSAL #: **41**

PROPOSED # OF YOUTH TO BE SERVED: **120** REQUESTED FUNDING: **$377,070**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	(40 points)	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		28.33
B. Organization and Coordination	(30 points)	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		17.67
C. Services to Priority Population	(20 points)	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		13.67
D. Administration and Financial Management	(10 points)	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		5.00
	TOTAL:	64.67

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APR 06 2004

PROGRAM SUMMARY

1. Proponent: sf LEARNs
   Address: 731 Douglass Street
   San Francisco, CA
   Prop #: 42
   Date:
   ZIP Code: 94114
2. Director: Laura Critchfield
   Phone #: 415.647-2445
3. Total Amount Being Requested: $262,160
4. Proposed # of Youth to be served: 80

Please summarize the overall design and intent of the program in the space provided below.

This proposal supports the launch of a community-based youth Center in the heart of Bayview Hunters Point, which will host an innovative youth-adult partnership of 12 organizations from within and beyond the neighborhood. Building on more than five years of research and program pilots, the Center will meet a wide range of youth-identified needs and interests in arts, education, health and wellness, business, community development, and recreation. Located in a convenient and neutral section of Third Street, the youth center will serve as a central, safe, and vibrant hub of constructive youth activity. In addition to providing Bayview's first full-service adolescent health center, the Center will sponsor a youth leadership program for 80 young people who will work with adult advocates to make tangible improvements in the neighborhood while shifting cultural norms toward positive behavior. The youth leadership program will promote youth leadership by implementing curriculum and instructional strategies proven effective with the youth population in Bayview. Youth will work in partnership with content experts and community advocates on projects like promoting health education through performing and visual arts, increasing violence prevention in block-based community service projects, building youth services program capacity through a Youth IMPACT-inspired design and assessment initiative, and establishing youth-run enterprises like the farmers market mentioned above. Each of these leadership tracks will instill the literacy, skills, and motivation young people require to prepare for meaningful roles as adult members of the community.

WORKFORCE INVESTMENT ACT
YOUTH PROGRAMS
APRIL 2004

PROPONENT: **SF Learns** PROPOSAL #: **42**

PROPOSED # OF YOUTH TO BE SERVED: **80** REQUESTED FUNDING: **$262,160**

SELECTION CRITERIA

	Maximum Points:	Score
A. Program Design	*(40 points)*	
Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. Incorporation of Youth Development Principles. Consistency with Workforce Investment Act's program design requirements Neighborhood-based		**35.67**
B. Organization and Coordination	*(30 points)*	
Evidence of providing culturally competent services Leveraging other funds for program Ability to provide comprehensive services through formal relationships with other providers		**25.33**
C. Services to Priority Population	*(20 points)*	
Alignment with Youth Council's priority population (out-of-school youth; youth not on track to graduate high school; youth in juvenile justice and foster care systems; pregnant and parenting teens) Ability to recruit priority population		**17.00**
D. Administration and Financial Management	*(10 points)*	
Prior experiences in managing public and private grants Program evaluation Participant record keeping		**7.33**
	TOTAL:	**85.33**

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

MINUTES OF THE TUESDAY, MAY 4, 2004 MEETING OF THE YOUTH COUNCIL OF THE WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

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The meeting was held in the Born Auditorium, located at 170 Otis Street in San Francisco, California 94103.

PRESENT:

PIC STAFF:
Alfredo Fajardo, Glenda Gutierrez, Irene Kaufman, Tairinda Rushing, Robert Schwab, David Taylor, Evie Valle

4.59
/04

PUBLIC: John Knox (YGCIC), Sheila Hall (Young Scholars), Deb____ Nanez (?) (Young Scholars), S____ Caston (Young Scholars), Greg Hall (Young Scholars), Ms Alta (Young Scholars), Ms Torrence (Young Scholars), Brianna Brown (YGCIC-YTEC), Paul Gibson (Jewish Vocational Service), Charlene Clemens (FSA/TAPP), Ben Halili (JCYC), Nora Rios Reddick (Horizons Unlimited), Ernest Brown (YTEC), Andrea & John Jeffrey (Real Alternatives Program HS), George L. Clark (Light House for the Blind), Amy Skistimas (JACS), Alan Kwok (LYRIC), Luiz Batista (LYRIC), Clara Datell (LYRIC), Jessalynn Castaneda (JVS), Theron L. Jones (Infusion-One), Monique Martin (Ingleside Community Center), Glenn Eagleson (DCYF), Joseph King (Infusion-One), Akilah Dunn (Infusion-One), Latoya Pitcher (Infusion-One), Brandon Williams (Infusion-One), Brittany Moore (Infusion-One), Scharod Wiltz (Infusion-One), Reggie Bryant (Infusion-One), Tsenare Perryman (Infusion-One), Da'Shanique Higgins (Infusion-One) Syiesha Lewis (Infusion-One), John Williams (YCD), Don Marcos (Mission Hiring Hall), Laura Crutchfield (SF Learns), Roland Gordon (Ingleside Presbyterian Church), Delynda DeLeon (Asian Neighborhood Design), Rhina Granville (MLVS), Lisa Roberson (MLVS), Ernest Brown (YTEC), Margot Ginbey (YTEC), Teresa Sanchez (YTEC), Dominique Dorham (YTEC), Eleni (?) Winget (YTEC), Claudia Jordan (YTEC), Mohammed Elsakkar (YTEC), Claudia Alvarenga (MLVS), Peter Marroquin (MLVS), Jill Roisen (?) (CLA), Monique Martin (Ingleside Community Center), Poneva Hamlin (?) (Ingleside Community Center), Linda Medley (Ingleside Community Center), Lillian Hamilton (Ingleside Community Center), Martha Quinn (Ingleside Community Center), Walter Quinn (Ingleside Community Center), Ray Guaradino, Francisca Sandoval, Caroline Ontivero, Tracy Brown, Gary Bank (Family Restoration House), Spencer Tolliver (Youth Chance High School), Laurie Belton, (JVS), Jennifer Berger (IISF/Youth Cares), Bounlahong Phompopha (?) (JVS), Steven Sanford (JVS), Moniqua Crawford (JVS), Sarah Cotton (GGCI), Mark Cole (GGCI), Berta Diaz (MLVS), Amanda Rojas (MLVS), Ellen Gavin (Brava), Julie Dunatov (?) (Brava) Tsrae Toro (BRAVA), Tashitsomo I (MLVS), Tashitsomo II (MLVS) Tenzin Lodoe (MLVS), Kelsang Wangmo (MLVS), Sareena (MLVS), John Lopes (Arriba Juntos0, John Nauer (YCD), Elizabeth Ibarra (Young Scholars Program), Shawn Richards (Brothers Against Guns), Daniel Agenotin (?) (YCD/Chocolate City II), Delvin Satele (YCD/Chocolate City II), Joseph Tagoileiasi (?) (YCD/Chocolate City II), Sandra Leung (Brothers Against Guns), Gina Merryweather, Joseph Merryweather, Brianna Mais, Anna Mais (RAP), Annie Phung (RAP), John Merina (RAP) Noel Arguello (RAP), Cory Royal (RAP), Jaime Osorona (RAP), Crystal Carothers (RAP), Valerie Tulier (RAP), Luis Preciado (RAP), Esmeralda Diaz (?) (RAP), Lilianna Preciado (RAP), Tony Lugo (Dept. of Human Services), Eric Johnson (ILSP), Hollie Malle (?) (JVS), Dan Brajkovich (MLVS), James Holley (Boys & Girls Club of SF), Jerome Staele (ICY), Marcus Hayes (?) (ICY), Salim Soli (?), (ICY), Timothy Sivron (Young Scholars), Ariel Vargas (RAP), Vincente Padilla (RAP), Sophia Sroles (?) (ICY), Mariyah

Sroles(ICY), Meena Brubaker (ICY), F. Sroles (?) (ICY), Jocelyn Satele (ICY), Deborah Andersen (Young Scholars), Ianthia Mark (Young Scholars)

Chair Cochrane convened the meeting at 4:13 pm with a quorum present.

Motion to adopt the agenda, tabling items 3 and 4.
Motion to adopt the agenda was made by Cedric Yap and seconded by Margret Donahue.

Ayes:
Ann Cochrane (Chair), Margret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Linda Rosel, Dana Serleth, Kar Yin Tham, Vivian Turner, Cedric Yap

Nays: None

Abstentions: None. Motion Passed.

Item 2: Adoption of Youth Council Minutes from the meeting held on February 19, 2004

Motion to adopt the agenda was made by Cedric Yap and seconded by Margret Donahue.

Ayes:
Ann Cochrane (Chair), Margret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Linda Rosel, Dana Serleth, Kar Yin Tham, Vivian Turner, Cedric Yap

Nays: None

Abstentions: Non. Motion Passed

Item 2: Adoption of Youth Council Minutes from the meeting held on February 26, 2004

Motion to adopt the agenda was made by Bea Harris and seconded by Cedric Yap.

Ayes:
Ann Cochrane (Chair), Margret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Linda Rosel, Dana Serleth, Kar Yin Tham, Vivian Turner, Cedric Yap

Nays: None

Abstentions: None Motion Passed

Item 3: Adoption of Set Aside of WIA Youth Funds to Support System Capacity Building and Supportive Strategies (tabled)

Item 4: Adoption of Addition of Qualified Vendor to Vendors List (tabled)

Item 5: Recommendations for WIA Title 1B youth Service Subcontractors for Program Year 2004-2005

Public Testimony to be heard with a 2-minute limit per person.

Names and Comments
Dan Brajkovich (Mission Language & Vocational School) – read from a formal letter to the Youth Council, addressing three points: 1) One-Stop funding (why is the money going there and not to the youth?); 2) questioning the funding methodology (i.e., why past performance was not being considered in the review process); 3) MLVS is the only group doing vocational skills training – cutting their funding means reduced services for youth

Amanda Rojas (MLVS student) – testimony on how MLVS has made it possible for her to succeed and get a job with a future

Ernest Brown (YTEC Academy) – their funding was cut 60% from last year. They have a good record in preventing recidivism; work with the SF Unified

____________ (YTECH Grad) testimonial

____________ (YTECH Grad2) testimonial

Jimena ________ (Arriba Juntos) – described the scope and effectiveness of their program; contingency plan?

Carlos _____ (AJ CNA training program) – testimonial

Rico Dickens (AJ Tree Care Program graduate) – how AJ has made a difference for him

Jacqueline Rushing (Young Scholars) – appalled at the standards needed to meet before youth could get aid from the PIC. Why not support youth who are staying in school and out of trouble rather? What are the scores her assigned to their proposal?

Parent of youth in Young Scholars – our youth, who go to school and stay out of trouble, are still 'at risk'. Reconsider funding this proposal.

Young Scholar student – to say we are not at risk because we do well is a joke. She has been assaulted two times since coming home to visit from college, where she is studying on nearly a full scholarship because of the support of Young Scholars. Has also been helped by the mentoring groups led by successful back and Latino leaders who serve as the role models.

Young Scholar advocate – want to help the kids to prevent them from needing to go to programs for pregnant or addicted youth

Gary Banks (Exec. Director, Family Restoration House) – BVHP still underrepresented in this funding process. Would have preferred to be informed there was little money up front rather than after the proposal process. They are part of DCYF and highly recommended. How could people from out of town accurately evaluate what they propose to do?

Deputy Director, Family Restoration House – requesting more clarity on the proposal scoring process. The amount of dollars extended per individual is critical, and how can one agency be receiving $7,000 per youth while other agencies are not funded at all?

Danielle Banks – former client and now working with youth, is closer to youth and trying to keep them from drugs and acts of retaliation.

Ariel (Member of Family Restoration House) – the program is used as prevention and intervention. It provides modules to work with at-risk youth, teaches them how to behave in social settings like the workplace, theaters, restaurants – places they normally do not get to go to.

Shawn Richards (Brothers Against Guns) – Organizations in the BVHP are not getting funded though they are on the front line. Can't understand, given this, why they were not funded. They see about 60 youth per day, and they are one thing that stands between the youth and the violence in the streets.

Elise Patton (Young Community Developers) – Questions the method of establishing criteria for review of the proposals, which is different from demonstrated results by organizations in the Bayview.

John Nauer (Young Community Developers) – there will be 300 students looking for work this summer – who does he hand them off to? Encouraging youth to cross turf, which could increase violence. PIC offering band-aid solutions.

Youth Director (Chocolate City II) – they offer not only employment, but work readiness; encourage youth to do well in school. Youth who want to get help don't know where to go.

Chocolate City II former client – Worked there two years; this organization helped their younger brother & sister as well. Concern there will be violence in the neighborhood this summer if youth have nowhere to go.

Danielle (Chocolate City II) - Introduced to this organization through Log Cabin Ranch. Kept her off the streets, and working with kids. Cutting money to this program will increase violence.

John Williams (Young Community Developers) – Possibly [proposal] reviewer didn't know the neighborhood is in crisis. The number of youth coming to their organization is increasing, and they request the Council reconsider their funding.

Nora Rios Reddick (Educational Director, Horizons) – Their agenda is to change and save lives. Lost funding for internships, in addition to other support services. Provided in-kind services that increase the stretching of the funds.

Roberto Ariel Vargas (RAP High School) – increase the amount of funding. Concerned about the increase in youth from those agencies who did not received funding – these are services RAP does not provide. Requested use of One Stop funs for agencies instead.

Tracy Brown (former client, RAP) works for MNC. Is service Bayview youth due to inadequate services in their neighborhood.

Valerie Tulier (Director, GED Program, RAP HS) – 99.9% of the students are youth of color. This is a long-term investment for our communities – invest in them. Use the proponents to get the dollars (e.g., letter writing campaign). Asked the Council to serve families, not just youth. [Read a letter from Maria Ocampo, mother of a youth slain, who could not attend in person.]

Paul Gibson (Jewish Vocational Service) – Concerned with [RFP review] process issues, and the lack of consideration for past performance and sustainability support. The average reduction in funding = 40%. This will have a negative impact on the success of youth. Questioned why the scores were not available for review.

Lorie (JVS) – This is the only WIA-funded program to provide services to disabled youth. Serve citywide (25% Bayview; 20% Mission; 10% Visitation Valley; 10% SOMA and Treasure Island; 10% Excelsior).

________ (youth) – all youth in here – their future is impacted, as well as impacting the future of everyone in the room (i.e., these youth are the future service providers, lawyers, doctors, etc. for people in the room)

OMI – "We're always left out." No one who is funded calls or comes to them. Has only been contact by John Osaka, who also was not funded.

Mike Brown (OMI) – OMI not considered a 'priority community'? It is the neighborhood that is the second highest recipient of AFDC in the city.

Gwen Brown (OMI) –How will 3% funding help 80% of the black youth get jobs?

Pastor - Reconsider funding for Bayview and OMI

Lillian Hamilton (OMI Board) – If the funds are not getting distributed equitably, then they should not be distributed at all.

Darren Jones (Assoc. Director, Infusion-One) – sent letters of partnership via Alfredo Fajardo (PIC) this morning. Only 11% of the proposed funding going to the Bayview – what about the Mayor's promise?

Brandon Williams (Infusion-One member) – Help us save our lives.

_____________ (member, Infusion-One) – We don't want to be out on the street.

_____________ (Infusion-One) – If you stop funding, they will need some place to go, and the will go out on the streets. This could ultimately affect everyone in the room.

Ben Halili (Japanese YC) – whoever is funded, please follow-up and make sure that they are doing what they way they will.

(youth) – Youth become 'at-risk' when the program(s) they go to are cut

Item 6. Future agenda items
Continue to hear public testimony on the recommendations for funding of WIA Title 1B Youth Service Subcontractors for Program Year 2004-2005

Motion to adjourn meeting
Motion was made by ________________________ and seconded by ____________________ to adjourn the meeting.

Meeting was adjourned at **6:15** pm.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

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Date:	Thursday, May 27, 2004
Time:	4:00 p.m. – 6:30 p.m.
Location:	To Be Determined

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AGENDA APPEARS ON THE REVERSE SIDE

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724 Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us

Copies of the Sunshine Ordinance can be obtained at the San Francisco Public Library online at the City's Web site at http://www.sfgov.org/bdsupvrs/sunshine.htm

OTHER ACCOMMODATIONS

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

♿ If you require special accommodation due to a disability, please call Roberta Fazande at 415-923-4265 or TDD 800-735-2929 (CRS) at least 72 hours in advance.

Issued: Friday, May 21, 2004

745 Franklin Street, Suite 200 • San Francisco, CA 94102-3228
Telephone 415.923.4003 • Fax 415.923-6966
www.picsf.org • e-mail: 411@picsf.org

1650 Mission Street, Suite 300 • San Francisco, CA 94103-2490
Telephone 415.431.8700 • Fax 415.431-8702
TDD 800.735.2929 (CRS)

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
MAY 27, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on May 4, 2004 (*Action Item*) *
3. Addition of Qualified Vendor to Vendors List (*Action Item*) *
4. Young Community Developers Appeal for Proposal Consideration (*Discussion and Action Item*) *
5. Recommendations for WIA Title 1B Youth Service Subcontractors for Program Year 2004-2005 (*Discussion and Action Item*) *
6. Future Agenda Items *(Discussion Item)*
7. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

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MEMORANDUM

TO: WISF YOUTH COUNCIL MEMBERS **DATE:** MAY 20, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: RECOMMENDATIONS FOR WIA TITLE IB YOUTH SERVICE SUBCONTRACTORS FOR PROGRAM YEAR 2004-2005 (AGENDA ITEM 5)

ACTION REQESTED

The Youth Council is asked to commit WIA Title 1B funds to specific subcontractors for the Program Year that begins on July 1, 2004, and to authorize staff to jointly negotiate contracts with DCYF as appropriate to ensure an appropriate maintenance of effort and budget alignment.

BACKGROUND

On April 21, 2004 the Workforce Investment San Francisco (WISF) Board ratified the February 27, 2004 Youth Council action to adopt the youth services solicitation framework including design and selection criteria for Workforce Investment Act (WIA) Title 1B and any other funds the WISF Board allocates to youth activities. On February 27, 2004, the PIC issued a Request for Proposals (RFP). The solicitation covers a period up to three years beginning with the effective date of the first subcontract resulting from the solicitation.

Solicitation Methodology

The February 27 RFP required a detailed program description and budget to serve an identified number of youth (consistent with the program design and program elements requirements of WIA). A selected proposal will result in a cost reimbursement subcontract.

Proponents were encouraged to: (1) request the largest grant amount they could effectively manage; (2) address the Youth Council's strategic priorities and supportive strategies; and (3) describe how youth development principles will be incorporated in their programs.

Solicitation Response

Request for Proposal (RFP)	44 proposals received
	42 proposals reviewed

Two proposals were delivered to a PIC location other than the location specified in the RFP. Staff requested a Determination of Eligibility for these proposals. Legal counsel advised that proposals that did not meet the requirements of the RFP could not be accepted for consideration. The text of the letter sent to these proponents is attached.

Total amount requested (all proposals): $11,076,898

Refer to Table I for a list of all proposals reviewed.

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Review Process for Proposals

A diverse panel of reviewers was convened to evaluate proposals. These individuals included: Director of Youth Services – Alameda County WIB, a San Mateo County youth services CBO representative, a Youth Assessment Specialist, three PIC staff members, a Contra Cost County youth worker, representatives of the San Francisco Unified School District, San Francisco Department of Human Services, Department of Environmental Justice, The United Way, EDD, and a San Francisco Youth Commissioner. A PIC youth services Contract Administrator was assigned to each team to assist in the review process; these individuals did not score proposals.

The 42 proposals were divided into five groups based on the order in which they were received and assigned to five teams of three reviewers to score the applications according to the selection criteria and weights adopted by the Youth Council. The review team met to aggregate proposal scores, averages were calculated for each criteria and a sum of the averages was determined.

Proposals were then sorted by average score. An analysis of average score ranking revealed that some review teams' average scores tended to be higher or lower than others'. Proposals that received the highest or second highest score by two or more reviewers in each team were identified. Top-ranking proposals were integrated into the list of proposals listed by average score. In most cases, the highest-ranking proposals also had a high average score. Nevertheless, two proposals considered the best and one the second best in their respective groups were identified. Staff believes this adjustment was necessary to ensure the highest quality proposals were properly ranked and considered for funding.

Staff subsequently met with the Department of Children, Youth and their Families (DCYF) to compare proponent lists. Those that applied to both the PIC and DCYF were reviewed for target populations, services expansion, resource needs and budget overlap. This information was used to establish tentative funding levels.

Finally, staff reconciled individual funding recommendations with the total funding available as approved by the WISF Board Finance Committee on April 26, 2004 and subsequent determination of an estimated FY 2003-2004 carryover. This approach represented the original staff recommendation that was presented to the Youth Council on May 4, 2004 and is displayed as **Option A on Table I**.

Option B on Table I is an alternative method to determine individual funding awards. Option B employs the scoring/funding methodology adopted by the Youth Council in the determination of awards for the Program Year that began on July 1, 2003. In Option B, average proposal scores were totaled and a percentage of individual scores to the total of all average scores was calculated. This average was multiplied by the total amount available to determine revised individual funding amounts for the same proponents recommended in Option A. Table II details this calculation methodology.

At the WISF Board Executive Committee meeting of May 12, 2004, there was a discussion of the use of WIA youth funds to support the One-Stop system and centers costs. Staff were asked to examine this allocation closely, in light of the overall decline in youth funding and the overall increase in youth need – including the wave of violence in our City, and make a recommendation as a *non-precedent setting, one time adjustment*. Staff collected data from One-Stop centers regarding youth services and participation, notwithstanding the very narrow view/definition of youth benefit that this approach requires. In other words, to define "youth benefit" as occurring only when the person receiving services in between ages 14-22, negates a fundamental principle of youth development concerning the role of adults (parents) in the benefit and lives of youth.

Nonetheless, the Center at 3120 Mission is the only Center that has a full year of user characteristics data available. At that Center 1,295 of the total 11,802 unduplicated customers (11%) were ages 14 - 22. The total proposed WIA share of 2004-2005 One-Stop Center and system funding is $995,605. Eleven percent of that amount is $109,044.

STRATEGIC CONSIDERATIONS

Option C of Table I reduces the WIA youth share of One-Stop support to $109,044, increasing the amount available for subcontractor funding by $200,000. In addition, option C eliminates the proposed capacity-building set-aside of $25,000. Option C thus increases the available subcontractor funding total to $1,854,647. This increased amount is then distributed to proponents number 28 and 04, serving the **Oceanview, Merced, Ingleside** neighborhoods; proponents number 39 and 42 serving the **Bayview/Hunters Point** neighborhood; and proponent 35 serving the **Sunnydale** neighborhood. Table II also displays the funding methodology for Option C. Table III displays funding recommendations for each option by neighborhood.

Every effort was made to maximize the return on the dollar amount recommended based on the quality of the program as described in the proposal, the cost per youth served and the geographic and priority population distribution. This complex selection process did not always result in the recommendation of the highest scoring proposal.

RECOMMENDATION

Staff has presented options A, B and C regarding WIA Title 1B (Formula) funds for Program Year 2004-2005 for consideration by the Youth Council. It is further recommended that staff be authorized to jointly negotiate contracts with DCYF as appropriate to ensure an appropriate maintenance of effort and budget alignment. This recommendation is contingent on the continuing availability of WIA Title 1B youth funds in an amount necessary to meet current and future needs and obligations, and adoption of the recommendation to reduce the WIA youth contribution to One-Stop support.

NOTICE TO BIDDERS

Proponents should consider carefully the numerical details of the recommendation and determine if services can be delivered to the recommended number of participants for the dollars shown. If proponents are unable to accept this counter offer, they should inform the PIC (either orally, in writing or both) and may address the Youth Council at its public meeting on May 27, 2004. Failure to file a timely objection with the Youth Council could jeopardize subsequent appeals.

Proponents whose proposals are not recommended for a cost reimbursement subcontract may also appeal to the Youth Council at its public meeting. Proponents' comments should address the recommendations briefly and be prepared for a time limit on testimony.

The Youth Council will meet on Thursday, May 27, 2004 from **4:00 p.m. to 6:30 p.m.** A meeting location large enough to accommodate those who have expressed the desire to attend the meeting, has not yet been secured. Please check the website: www.picsf.org for announcement of meeting location.

Attachment(s)

cc: Proponents

Table I
PIC STAFF RECOMMENDATIONS
WIA TITLE 1B FORMULA YOUTH PROGRAMS
July 1, 2004 - June 30, 2005

Team Number:	Proposal Number:	PROPONENT NAME	PY 03/04 Award	Proposed Amount Requested	Prop. Svc. Level	Prop. Cost Per Youth	SCORE	Top Ranking	Priority Population FC=Foster Care YITJJ=Youth in the Juvenile Justice OS=Out-of-School PPT=Pregnant Parenting Teen ISNOTTG=In-School Not on Track to Graduate	Neighborhood BVHP=Bayview Hunters Point SOMA=South of Market TL=Tenderloin WestAdd=Western Addition OMI=Oceanview/Merced/ Ingleside	OPTION A		OPTION B		OPTION C	
							Avg.				PY 04/05 Total Recommended Amount	Recommended Service Level	PY 04/05 Total Recommended Amount	Recommended Service Level	PY 04/05 Total Recommended Amount	Recommended Service Level
5	39	Renaissance Parents of Success		$205,434	50	$4,109	94.17	1	FC/YITJJ /OS	BVHP	$120,000	32	$106,482	28	$142,440	38
4	29	Mission Hiring Hall, Inc.		$94,378	15	$6,292	92.25	1	FC/PPT/OS/YITJJ	SOMA / MISSION / EXCELSIOR	$94,378	18	$94,378	18	$94,378	18
3	21	IndoChinese Housing Development Corporation		$131,242	100	$1,312	90.50	1	OS/YITJJ ISNOTTG	TL/CHINATOWN	$115,000	88	$102,336	78	$102,336	78
1	03	San Francisco Sheriff's Department		$267,156	60	$4,453	82.83	1	YITJJ/OS	CITYWIDE	$105,000	30	$93,666	27	$93,666	27
2	15	Episcopal Community Services		$57,842	40	$1,446	72.50	1	OS/ ISNOTTG	SOMA/TL	$57,842	40	$57,842	40	$57,842	40
2	16	Asian Neighborhood Design	$178,206	$286,579	40	$7,164	71.90	1	OS/YITJJ/ISNOTTG	POTRERO / MISSION / BVHP	$100,000	20	$81,303	16	$81,303	16
3	18	Rose Resnick Lighthouse for the Blind		$31,927	20	$1,596	86.75	2	ISNOTTG	CityWide	$31,927	20	$31,927	20	$31,927	20
5	42	SF Learns		$262,160	80	$3,277	85.33	2	ISNOTTG/ YITJJ/ PPT	BVHP	$100,000	31	$96,493	30	$129,076	40
1	05	Jewish Vocational Service	$206,750	$370,000	100	$3,700	82.67	2	OS/ISNOTTG/ YITJJ	CITYWIDE	$95,000	30	$93,478	29	$93,478	29
4	32	Lavender Youth Recreation & Information Center	$140,447	$255,760	60	$4,263	81.00	2	ISNOTTG/ OS/ PPT	CASTRO / TL / MISSION / DOWNTOWN / WESTERN ADDITION	$94,000	30	$91,593	29	$91,593	29
1	07	Family Service Agency S.F. TAPP		$469,606	120	$3,913	80.17	2	PPT/OS/ ISNOTTG	CITYWIDE	$93,000	30	$90,651	29	$90,651	29
2	11	International Institute of San Francisco	$40,000	$60,000	20	$3,000	72.75	2	ISNOTTG	CITYWIDE	$60,000	25	$60,000	25	$60,000	29
4	26	The Family School	$100,947	$301,948	75	$4,026	83.50		FC/ PPT / OS / YITJJ	MISSION / WEST ADD. / BVHP	$90,000	28	$94,420	29	$94,420	29
4	31	Larkin Street Youth Services	$185,541	$269,158	60	$4,486	83.25		OS / FC	TENDERLOIN	$90,000	28	$94,138	29	$94,138	29
5	37	Mission Neighborhood Centers/ RAP Collaborative		$366,244	300	$1,221	82.00		ISNOTTG/ OS/ PPT / YITJJ	MISSION	$83,500	68	$92,724	76	$92,724	76

Table I

PIC STAFF RECOMMENDATIONS
WIA TITLE 1B FORMULA YOUTH PROGRAMS
July 1, 2004 - June 30, 2005

							SCORE				OPTION A		OPTION B		OPTION C	
Team Number:	Proposal Number:	PROPONENT NAME	PY 03/04 Award	Proposed Amount Requested	Prop. Svc. Level	Prop. Cost Per Youth	Avg.	Top Ranking	Priority Population FC=Foster Care YITJJ=Youth in the Juvenile Justice OS=Out-of-School PPT=Pregnant Parenting Teen ISNOTTG=In-School Not on Track to Graduate	Neighborhood BVHP=Bayview Hunters Point SOMA=South of Market TL=Tenderloin WestAdd=Western Addition OMI=Oceanview/Merced/ Ingleside	PY 04/05 Total Recommended Amount	Recommended Service Level	PY 04/05 Total Recommended Amount	Recommended Service Level	PY 04/05 Total Recommended Amount	Recommended Service Level
3	23	Golden Gate Community	$139,475	$248,980	40	$6,225	78.75		YITJJ	MISSION / SOMA / WEST ADD	**$80,000**	**20**	**$89,049**	**22**	**$89,049**	**22**
5	35	Boys & Girls Clubs of SF		$150,000	40	$3,750	76.67		ISNOTTG	SUNNYDALE	**$75,000**	**25**	**$86,693**	**29**	**$115,969**	**39**
4	33	Mission Language & Vocational School, Inc.	$157,164	$466,738	120	$3,889	76.63		OS	MISSION/SOMA	**$75,000**	**20**	**$86,646**	**23**	**$86,646**	**23**
2	13	Youth Guidance Center Improvement Committee / Youth Treatment & Education Court	$164,434	$316,800	44	$7,200	75.90		YITJJ / OS	CITYWIDE	**$70,000**	**15**	**$85,826**	**18**	**$85,826**	**18**
3	19	Every Child Can Learn Foundation/San Francisco School-to-Career Partnership		$137,991	320	$431	74.75		ISNOTTG	CITYWIDE	$0	0	0	0	**0**	**0**
5	34	California Lawyers for the Arts		$208,300	40	$5,207	74.67		ISNOTTG	CITYWIDE	$0	0	0	0	**0**	**0**
5	36	Marriot Foundation-Bridges From School To Work		$160,152	40	$4,004	73.50		OS	CITYWIDE	$0	0	0	0	**0**	**0**
1	06	Japanese Community Youth Council		$515,000	150	$3,433	73.33		FC/OS/ISNOTTG /YITJJ	CITYWIDE	$0	0	0	0	**0**	**0**
3	25	Family Restoration House		$381,779	144	$2,651	71.25		ISNOTTG/YITJJ OS/ PPT	BVHP	$0	0	0	0	**0**	**0**
4	28	Ingleside Community Center	$53,511	$96,561	25	$3,862	71.00		FC/ PPT / OS	OMI	$0	0	0	0	**$68,844**	**21**
3	20	YGCIC- Youth Guidance Center Improvement Committee		$239,585	40	$5,990	71.00		DO/YITJJ/ISNOTTG	CITYWIDE	$0	0	0	0	**0**	**0**
1	09	Women in Community Service, Inc.		$459,804	150	$3,065	70.50		OS	MISSION/TL/WEST.ADD.	$0	0	0	0	**0**	**0**

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							Avg.				PY 04/05 Total Recommend Amount	Recommended Service Level	PY 04/05 Total Recommend Amount	Recommended Service Level	PY 04/05 Total Recommend Amount	Recommended Service Level
5	40	YMCA of San Francisco/Shih Yu-Lang		$215,000	100	$2,150	68.50		OS	TENDERLOIN	$0	0	0	0	0	0
1	08	Special Service for Groups/OTTP		$233,762	60	$3,896	68.50		ISNOTTG	CITYWIDE	$0	0	0	0	0	0
2	12	YMCA of San Francisco/Youth Chance High School		$167,109	65	$2,571	65.75		OS	CITYWIDE	$0	0	0	0	0	0
5	41	Skills Academy		$377,070	120	$3,142	64.67		ISNOTTG	CITYWIDE	$0	0	0	0	0	0
2	14	Horizons Unlimited of San Francisco	$120,313	$252,776	50	$5,056	62.00		OS/PPT/ISNOTT	MISSION	$0	0	0	0	0	0
2	10	Booker T. Washington Community Service Center		$266,554	30	$8,885	60.40		FC/ ISNOTT	WESTERN ADDITION	$0	0	0	0	0	0
1	04	Inner City Youth		$217,523	60	$3,625	60.17		OS/ ISNOTTG	OMI	$0	0	0	0	$58,340	18
4	30	Tides Center/Infusion-One		$531,265	75	$7,084	59.25		ISNOTTG	BVHP	$0	0	0	0	0	0
1	01	Girlsource, Inc.		$172,485	60	$2,875	58.50		ISNOTTG	MISSION	$0	0	0	0	0	0
2	17	Brava! For Women in the Arts		$401,941	80	$5,024	56.10		OS/ ISNOTTG	MISSION/SOMA	$0	0	0	0	0	0
3	22	Brothers Against Guns		$505,179	40	$12,629	54.00		ISNOTTG	BVHP	$0	0	0	0	0	0
1	02	Young Scholars Program		$290,703	75	$3,876	53.33		ISNOTTG	BVHP	$0	0	0	0	0	0
3	24	RPOS / 100% College Prep Institute		$124,457	20	$6,223	50.00		ISNOTTG	BVHP	$0	0	0	0	0	0
4	27	Arriba Juntos		$347,326	75	$4,631	48.75			MISSION/SOMA/TL	$0	0	0	0	0	0

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WIA TITLE 1B FORMULA YOUTH PROGRAMS
July 1, 2004 - June 30, 2005

							SCORE				OPTION A		OPTION B		OPTION C	
Team Number:	Proposal Number:	PROPONENT NAME	PY 03/04 Award	Proposed Amount Requested	Prop. Svc. Level	Prop. Cost Per Youth	Avg.	Top Ranking	Priority Population FC=Foster Care YITJJ=Youth in the Juvenile Justice OS=Out-of-School PPT=Pregnant Parenting Teen ISNOTTG=In-School Not on Track to Graduate	Neighborhood BVHP=Bayview Hunters Point SOMA=South of Market TL=Tenderloin WestAdd=Western Addition OMI=Oceanview/Merced/ Ingleside	PY 04/05 Total Recommended Amount	Recommended Service Level	PY 04/05 Total Recommended Amount	Recommended Service Level	PY 04/05 Total Recommended Amount	Recommended Service Level
5	38	Van Guard Public Foundation/Turning Heads		$162,622	70	$2,323	44.33		YITJJ	BVHP	$0	0	0	0	0	0
TOTALS:			$1,486,788	$11,076,898	3273	$3,384					$1,629,647	598	$1,629,647	595	$1,854,647	664

		OPTIONS A & B	OPTION C
WIA Title 1B 2004-2005 Formula Youth Allocations		**$2,377,056**	**$2,377,056**
PIC Administration	7%	$167,409	$167,409
PIC Program Operations	15%	$358,935	$358,935
One Stop System Support	13%	$309,044	**$109,044**
Subcontractor Training & Support	65%	$1,541,668	$1,741,668
Subcontractor Training & Support		**$1,541,668**	**$1,741,668**
PY 03/04 Uncommitted Funds		$212,979	$212,979
Total Subcontractor Training & Support:		**$1,754,647**	**$1,954,647**

	OPTIONS A & B	OPTION C
Total Subcontractor Training & Support:	**$1,754,647**	**$1,954,647**
Childcare Expenses	$100,000	$100,000
Capacity Building/Staff Development	$25,000	$0
PY 04/05 Total Recommended Support Funding:	**$125,000**	**$100,000**
PY 04/05 Total Recommended Subcontract Funding:	**$1,629,647**	**$1,854,647**

FINAL SERVICE LEVELS WILL BE NEGOTIATED.

Table II

METHODOLOGY USED TO CALCULATE WIA 1B FORMULA YOUTH PROGRAM FUNDING RECOMMENDATIONS

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
					OPTION A		OPTION B							OPTION C				
Proposal Number:	PROPONENT NAME	Proposed Amount Requested	SCORE Avg.	Top Ranking	PY 04/05 Total Recommended Amount	Recommended Service Level	Proponent's Avg. Score (Column 4) divided by Sum of all the Avg. Scores = 1st Multiplier	1st Multiplier (Column 8) x Total Subcontract Funding ($1.629,647)	$ Amount that Exceeded Proponent's Requested Amount (Column 9 - Column 3)	Avg. Score (Col.4) divided by Sum of all the Avg. Scores Excluding Prop # 29, 15, 18 & 11 = 2nd Multiplier	2nd Multiplier (Column 11) x Total Amount that Exceeded Proponent's Request ($96,872.81)	PY 04/05 Total Recommended Amount = SUM of Columns 9,10 & 12	Recommended Service Level	Same as Option B Amount Column 13, Including Prop. # 28 & 4 using Option B Formula	Avg. Score (Col. 4) divided by Sum of Prop #39, 42 & 35 Avg. Scores = 3rd Multiplier	3rd Multiplier (Column 16) x ($97,816)	PY 04/05 Total Recommended Amount = SUM of Coumns 15 & 17	Recommended Service Level
39	Renaissance Parents of Success	$205,434	94.17	1	$120,000	32	0.06077197	$99.037	$0	0,076854541	$7,445	$106,482	28	$106.482	0.367607448	$35,958	$142,440	38
29	Mission Hiring Hall, Inc.	$94,378	92.25	1	$94,378	18	0,05953501	$97.021	-$2,643	0	$0	$94.378	18	$94.378	0	0	$94,378	18
21	IndoChinese Housing Development Corporation	$131.242	90.50	1	$115,000	88	0.05840562	$95.181	$0	0,073861975	$7.155	$102,336	78	$102.336	0	0	$102.336	78
03	San Francisco Sheriff's Department	$267.156	82,83	1	$105,000	30	0,05345782	$87.117	$0	0,067604791	$6,549	$93,666	27	$93,666	0	0	$93,666	27
15	Episcopal Community Services	$57,842	72,50	1	$57.842	40	0,04678904	$76,250	-$18,408	0	$0	$57,842	40	$57.842	0	0	$57,842	40
16	Asian Neighborhood Design	$286.579	71.90	1	$100,000	20	0.04640182	$75,619	$0	0,058681503	$5,685	$81,303	16	$81.303	0	0	$81,303	16
18	Rose Resnick Lighthouse for the Blind	$31,927	86,75	2	$31.927	20	0.05598550	$91,237	-$59,310	0	$0	$31,927	20	$31,927	0	0	$31,927	20
42	SF Learns	$262,160	85.33	2	$100.000	31	0.05507123	$89,747	$0	0,069645177	$6,747	$96,493	30	$96,493	0.333099114	$32,582	$129,076	40
05	Jewish Vocational Service	$370.000	82,67	2	$95.000	30	0,05335026	$86.942	$0	0,067468765	$6,536	$93,478	29	$93,478	0	0	$93,478	29
32	Lavender Youth Rec,& Info. Center	$255.760	81.00	2	$94.000	30	0.05227465	$85,189	$0	0,066108508	$6,404	$91,593	29	$91,593	0	0	$91,593	29
07	Family Service Agency S.F, TAPP	5469.606	80.17	2	$93,000	30	0.05173684	$84,313	$0	0,065428379	$6,338	$90,651	29	$90,651	0	0	$90.651	29
11	International Institute of San Francisco	$60.000	72,75	2	$60,000	25	0.04695038	$76,513	-$16,513	0	$0	$60,000	25	$60,000	0	0	$60,000	25
26	The Family School	$301.948	83.50		$90,000	28	0.05388806	$87.819	$0	0,068148894	$6,602	$94,420	29	$94,420	0	0	$94,420	29
31	Larkin Street Youth Services	$269.158	83.25		$90.000	28	0.05372672	$87.556	$0	0,067944855	$6,582	$94,138	29	$94,138	0	0	$94,138	29
37	MNC / RAP Collaborative	$366.244	82,00		$83,500	68	0,05292001	$86.241	$0	0.066924662	$6,483	$92,724	76	$92,724	0	0	$92,724	76
23	Golden Gate Community	$248.980	78.75		$80.000	20	0.05082257	$82.823	$0	0.06427216	$6.226	$89.049	22	$89.049	0	0	$89,049	22
35	Boys & Girls Clubs of SF	$150,000	76.67		$75,000	25	0,04947806	$80.632	$0	0,062571839	$6,062	$86.693	29	$86,693	0,299293438	$29,276	$115,969	39
33	Mission Language & Vocational School, Inc.	5466,738	76,63		$75.000	20	0,04945117	$80,588	$0	0,062537832	$6,058	$86,646	23	$86.646	0	0	$86,646	23
13	YGCIC / Youth Treatment & Education Court	$316,800	75,90		$70.000	15	0,04898328	$79,825	$0	0.06194612	$6.001	$85.826	18	$85.826	0	0	$85,826	18
28	Ingleside Community Center	$96,561	71.00		$0	0	0	0	0	0	0	0	0	$68.844	0	0	$68.844	21
04	Inner City Youth	$217,523	60.17		$0	0	0	0	0	0	0	0	0	$58,340	0	0	$58,340	18
	TOTALS:	Avg.= 1st Multiplier	1550		$1,629,647	598	100%	$1.629.647	($96,873)	100%	$96,87	$1.629,647	595	$1,756,831	100%	$97.816	$1,854,647	664
									Sum of Avg = 2nd Multiplier	1225,2583	256,17 3rd Multiplier			$97,816 equals (Column 18 minus Column 15)				

PY July 1, 2004 - June 30. 2005

Private Industry Council of San Francisco, Inc.

5/18/04

Table III

OPTIONS FOR WIA TITLE 1 B FUNDING RECOMMENDATION

COMMUNITIES	PROPONENTS	OPTION A	OPTION B	OPTION C
BAYVIEW HUNTERS POINT	Renaissance Parents of S	$120,000.00	$106,481.97	$142,440.00
	SF Learns	$100,000.00	$96,493.39	$129,076.00
	SUBTOTAL	**$220,000.00**	**$202,975.36**	**$271,516.00**
CITYWIDE	SF Sheriff's Department	$105,000.00	$93,666.44	$93,666.44
	Rose Resnick Lighthouse	$31,927.00	$31,927.00	$31,927.00
	Jewish Vocational Services	$95,000.00	$93,477.97	$93,477.97
	Family Service Agency/TAP	$93,000.00	$90,651.02	$90,651.02
	Youth Guidance Ctr. /Y-TEC	$70,000.00	$85,826.35	$85,826.35
	International Institute of SF	$60,000.00	$60,000.00	$60,000.00
	Lavender Youth Recr. & I C	$94,000.00	$91,593.34	$91,593.34
	Asian Neighborhood Design	$100,000.00	$81,303.22	$81,303.22
	SUBTOTAL	**$648,927.00**	**$628,445.34**	**$628,445.34**
SUNNYDALE	Boys & Girls Clubs of SF	$ 75,000.00	$ 86,693.28	$ 115,969.00
	SUBTOTAL	**$75,000.00**	**$86,693.28**	**$115,969.00**
SOMA	Mission Hiring Hall	$ 94,378.00	$ 94,378.00	$ 94,378.00
	Episcopal Community Svc's	$ 57,842.00	$ 57,842.00	$ 57,842.00
	SUBTOTAL	**$ 152,220.00**	**$ 152,220.00**	**$ 152,220.00**
MISSION	The Family School	$ 45,000.00	$ 47,210.14	$ 47,210.14
	Mission Neighborhood Ctr.	$ 83,500.00	$ 92,724.12	$ 92,724.12
	Golden Gate Community Inc	$ 80,000.00	$ 89,049.08	$ 89,049.08
	Mission Lang. & Voc. School	$ 75,000.00	$ 86,646.17	$ 86,646.17
	SUBTOTAL	**$ 283,500.00**	**$ 315,629.51**	**$ 315,629.51**
TENDERLOIN	Indochinese Housing Dev. Co	$ 57,500.00	$ 51,167.89	$ 51,167.89
	Larkin Street	$ 90,000.00	$ 94,137.60	$ 94,137.60
	SUBTOTAL	**$ 147,500.00**	**$ 145,305.49**	**$ 145,305.49**
CHINATOWN	Indochinese Housing Dev. Co	$ 57,500.00	$ 51,167.88	$ 51,167.88
	SUBTOTAL	**$ 57,500.00**	**$ 51,167.88**	**$ 51,167.88**
OMI	Ingleside Community Ctr.	$ -	$ -	$ 68,844.00
	Inner City Youth	$ -	$ -	$ 58,340.00
	SUBTOTAL	**$ -**	**$ -**	**$ 127,184.00**
WESTERN ADDITION	The Family School	$ 45,000.00	$ 47,210.15	$ 47,210.15
	SUBTOTAL	**$ 45,000.00**	**$ 47,210.15**	**$ 47,210.15**
	TOTAL	**$1,629,647.00**	**$1,629,647.01**	**$1,854,647.37**
One Stop & Staff Development				$225,000.36

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MEMORANDUM

TO: WISF YOUTH COUNCIL MEMBERS **DATE:** MAY 27, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: APPEAL FOR CONSIDERATION OF A PROPOSAL BY YOUNG COMMUNITY DEVELOPERS FOR YOUTH SERVICES FUNDING (AGENDA ITEM 4)

ACTION REQUESTED

The Youth Council is asked to deny the Appeal submitted by Young Community Developers (YCD) for consideration of its proposal for youth services funding.

BACKGROUND

On April 21, 2004 the Workforce Investment San Francisco (WISF) Board ratified the February 27, 2004 Youth Council action to adopt the youth services solicitation framework including design and selection criteria for Workforce Investment Act (WIA) Title 1B and any other funds the WISF Board allocates to youth activities. On February 27, 2004, the PIC issued a Request for Proposals (RFP). The RFP included a proposal due date of April 6, 2004, by 5:00 PM and specific unambiguous instructions for how and where to submit proposals.

In the RFP instructions, information as to where proposals were to be submitted, and by when, are listed at the top of page 2, on the bottom of page 12 (V, section F), page 13 (section H) and at the top of page 22 (III. RFP Timeline) [a copy of the RFP can be reviewed at http://www.picsf.org]. Specifically, paragraph H. *Where to Submit Proposal* reads, "All proposals should be submitted to Alfredo Fajardo at the Private Industry Council of San Francisco, Inc., 1650 Mission Suite 300, San Francisco CA 94103. No representative of the PIC or its staff other than Mr. Fajardo is authorized to accept proposals."

On April 6 at approximately 4:50 PM, a representative of YCD arrived at 745 Franklin Street (an administrative office of the Private Industry Council) to deliver a youth services RFP. The gentleman was informed that proposals could only be accepted at 1650 Mission Street, Suite 300. PIC staff at 745 Franklin called youth staff at 1650 Mission for instructions. Staff at the 745 Franklin Street office were instructed to stamp the proposal and advise the YCD representative that the proposal may not be considered for review. Staff also advised the gentleman that a receipt could not be issued since the proposal was not submitted in compliance with RFP requirements.

Upon learning of the attempted RFP submission by YCD, the PIC President consulted with staff members and statements were obtained from relevant staff (see attached). Upon examination of the RFP, all the information provided and consultation with legal counsel, PIC determined it was unable to accept the proposal, and sent a letter dated April 28 to YCD to inform them of the decision. YCD responded in a letter dated May 8, 2004 (both also attached).

745 Franklin Street, Suite 200 • San Francisco, CA 94102-3228
Telephone 415.923.4003 • Fax 415.923-6966
www.picsf.org • e-mail: *411@picsf.org*

1650 Mission Street, Suite 300 • San Francisco, CA 94103-2490
Telephone 415.431.8700 • Fax 415.431-8702
TDD 800.735.2929 (CRS)

The YCD letter of May 3 asserts the following:

1. *The finalized proposal was delivered to the PIC office at 745 Franklin Street, which was the drop off address on the original RFP.*

Review of the RFP instructions confirmed four places (pages 2, 12, 13 and 22) where instructions clearly indicate that RFPs were to be submitted at 1650 Mission Street, Suite 300. There was only one version of the RFP. There was no "original" RFP that indicated 745 Franklin as the drop off address.

2. *A PIC employee time stamped the proposal, indicating it had been properly delivered and received approval of its submission. If not, then the PIC employee could have directed the messenger to the PIC Mission Street office.*

Two PIC staff indicated that a proposal from YCD was delivered to 745 Franklin Street and that the gentleman was informed the proposal could not be accepted because it was being delivered to the wrong office. The gentleman called his office and then informed the PIC staff he could not make it to the 1650 Mission Street office in time to make the delivery. At his request the office at 1650 Mission was called, the situation explained, and staff at the 745 Franklin office were instructed to date stamp the proposal and to inform the gentleman that this did not mean the proposal was being accepted. He was further informed that there would be a review of the matter and YCD would be informed if the proposal would be accepted for review or not.

3. *YCD and PIC have worked together for many years, and YCD has always met and often surpassed its goals. YCD would hate to see what has been achieved undermined by what amounts to a technical misunderstanding.*

PIC acknowledges that it has worked with YCD for many years, that YCD has often surpassed its goals and that YCD is a valued partner for the delivery of employment training and youth development services in San Francisco, particularly in the Bayview Hunters Point community. Unfortunately, the value of YCD as a vendor and partner is not the question for consideration by PIC or this Council. The question presented is whether or not the delivery requirements of the RFP should be waived for one non-compliant proponent.

The RFP instructions were prominent, clear and unambiguous. In both the technical assistance meeting prior to the release of the RFP and in the text of the RFP instructions, it was repeated multiple times that **proposals were to be submitted to 1650 Mission Street, Suite 300, by 5:00 PM.** Failure to do so would result in a proposal not being accepted.

PIC staff in are located in ten separate locations in San Francisco and therefore must utilize a site-specific proposal delivery requirement. During my tenure as President, the PIC has not considered a proposal that was submitted in violation of its RFP requirements. Clear, unambiguous, fully communicated requirements, and the universal application of those requirements, is essential to a free and open competition that creates a level playing field for all. The integrity of both this solicitation and future solicitations may be compromised if respondents feel they are not bound by the requirements.

RECOMMENDATION

Staff recommend that the appeal from Young Community Developers (YCD) to accept their proposal for consideration for Program Year 2004-2005 youth services funding be denied.

Attachment(s)

cc: Proponents

Mary Fernandez

From: Alfredo Fajardo
Sent: Monday, April 12, 2004 11:07 AM
To: Robert Schwab
Cc: Pamela S. Calloway; Mary Fernandez
Subject: WIA YOUTH RFPs

Importance: High

RECEIVED
APR 1 2 2004
PAMELA S. CALLOWAY

Hi Bob,

I just wanted to provide you with a report of what transpired on April 6, 2004 the deadline for the submission of WIA Youth proposals.

On April 6, 2004, at approximately 4:57 pm, Ms. Evie Valle approached me on the 1st floor lobby of 1650 Mission and informed me that a proponent (YCD) had turned in a proposal at 745 Franklin. I instructed Evie to inform Mary to time and date stamp the proposal and the PIC will make a determination the following day whether or not to accept the proposal.

* [redacted]

What followed were telephone calls from various agencies pleading their case for the PIC to accept their proposals.

Thanks,

Alfredo

* Redacted information concerns a proponent other than YCD.

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MEMORANDUM

TO: ALFREDO FAJARDO

DATE: APRIL 7, 2004

FROM: MARY FERNANDEZ

SUBJECT: RFP PROPOSAL

RECEIVED
APR 12 2004
PAMELA S. CALLOWAY

A proposal from YCD was delivered at 745 Franklin on April 6th 2004 at 4:50 p.m. and it was given to the Receptionist Timolin. At that point, Timolin let the gentleman know that the proposals were only to be accepted at 1650 Mission Street. The gentleman at that point asked if they could possibly accept it since he would not be able to make it to 1650 Mission by the 5:00 p.m. deadline. At this point I came up to the front desk. The gentleman proceeded to call the YCD office and let them know of the situation and figured out that he had made the delivery to the wrong office. He then asked me if I could call someone at 1650 Mission to see if there was any way I could expect this proposal. At that point I let him know that I would call 1650 Mission and find out how to handle the matter. I spoke with Evie and she advised me to stamp in the proposal and to advise the gentleman that we would take the proposal from him however, it may not be considered for review. I advised him that we could not issue a receipt since the proposal may not be considered.

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PRIVATE INDUSTRY COUNCIL
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MEMORANDUM

TO: MARY FERNANDEZ

DATE: APRIL 7, 2004

FROM: TIMOLIN FLUGENCE

SUBJECT: RFP PROPOSAL

RECEIVED
APR 1 2 2004
PAMELA S. CALLOWAY

A gentleman from YCD was delivering a proposal here at 745 Franklin Street on April 6th at approximately 4:50 p.m. I told him that I could not expect this proposal because he was in the wrong office; it needed to be delivered at 1650 Mission Street. He then called his office and he then indicated that if there was only way we could expected this proposal because he would not make it to 1650 Mission Street in 10 minutes, at this time Mary Fernandez came to the front desk. She explained that same thing again to the gentlemen, however he asked if we could call someone at the other office and ask just to make sure. Mary called over and spoke with Evie, she told Mary to stamp the proposal and indicate to the gentleman that this didn't mean that the proposal was being expected for review and that they (Bob or Alfredo) would review the matter and let them (YCD) know if the proposal was truly expected for review or not.

There was a lady that came here (745 Franklin Street) to drop off a proposal at 5:03 p.m. (I don't know what agency she was from). I explained to her that she was in the wrong office, that the proposal, as explained in the paperwork indicated that it should be delivered to 1650 Mission Street, 3rd Floor, Room 300. At that point she left the office. When I was leaving the office at 5:07 p.m., I met the lady again in the lobby here in the 2nd floor, she was with a gentleman and he wanted to drop off the proposal. I explained to the gentleman that the proposal drop off was at 1650 Mission Street by 5:00 p.m. and that we could not accept them here at all, and I was sorry. They tried to pass by me so they could go into the office, but I explained to the gentleman that I was the last person in the Administration office and the door was locked. At that time they left.

PRIVATE INDUSTRY COUNCIL
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April 28, 2004

Ms. Vivian Warren
Interim Executive Director
Young Community Developers
1715 Yosemite Avenue
San Francisco, CA 94124

Vivian

Dear Ms. Warren:

The purpose of this letter is to notify you that the Private Industry Council of San Francisco, Inc. is unable to consider the response you or your representatives attempted to submit on or about April 6th of this year in response to the PIC's Request For Proposed Workforce Investment Act Youth Subcontracts dated February 27, 2004.

The reason for that decision is that you or your representatives attempted to deliver that response to a representative of the PIC who was not authorized to receive it (specified in section V.H. of the RFP), and delivery was attempted at the wrong address (specified in section V.F. of the RFP). In addition, there was apparently insufficient time left before the designated deadline to deliver it to the designated representative (Mr. Alfredo Fajardo) at the designated address.

While some of the specified requirements in the RFP may seem immaterial, they are necessary because all rules and procedures specified in solicitations are binding in a competitive procurement process. The distribution of public funds is a highly regulated process and requires strict adherence to rules that maintain a 'level playing field' for all competitors.

I deeply regret the need to make this determination especially in light of the injury you sustained on April 6. I urge that you and your representatives, in responding to future solicitations from the PIC, read them very carefully to ensure compliance with each and every specified condition in them.

Please let Bob Schwab, of the PIC staff, know if you need any additional information. Thank you for your continued interest in San Francisco's workforce development programs and system.

Sincerely,

Pamela

Pamela S. Calloway
President

cc: Robert Schwab
Raymond R. Holland
Greg Marutani

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Young Community Developers, Incorporated

(415) 822-3491 / 1715 Yosemite Avenue San Francisco, CA 94124 / Fax (415) 822-4958

May 3, 2004

Pamela S. Calloway, President
Private Industry Council of San Francisco (PIC)
745 Franklin Street, Suite 200
San Francisco, CA 94102-3228

Dear Ms. Calloway:

Young Community Developers, Inc. (YCD) recently submitted a Request for Proposal (RFP) to PIC for the WIA-In/Out of School programs for the 2004/2005 fiscal year. YCD received notice today that our bid for participation in this program had been rejected. Staff was understandably shaken by this news, since YCD has successfully participated in this program during recent years and the fact that Henkels & McCoy Training Services (H & M) specifically selected YCD as a partner for the WIA-Out of School proposal based upon the organization's past achievements.

The reason given for the proposal's rejection is that it was not delivered to PIC prior to the deadline for submittals. YCD believes that this explanation is incorrect and is seeking an appeal of the decision. The events surrounding the delivery of the proposal are as follows:

1. A YCD staff member hand delivered the finalized proposal to the PIC office at 745 Franklin Street, San Francisco, CA 94102-3228 (which was the drop off address on the original RFP).

2. A PIC employee time stamped the proposal. This indicated to the YCD messenger that they had properly delivered the document and received approval for its submission. If not, then the PIC employee could have directed the messenger to the PIC Mission Street office. Given that the proposal was time stamped before the deadline the messenger should have been instructed to take the proposal to the Mission Street office. This was, without doubt, a clear case of miscommunication and/or misunderstanding between parties, but it seems unfair that YCD and it's Youth should be solely penalized for what occurred. It is obvious that YCD more than made a good faith effort to submit the proposal before the deadline and in fact did deliver it to a PIC office.

3. Finally, and perhaps most importantly, YCD has worked with PIC for many years on this program. During that time both parties have established an excellent working relationship. YCD has always met and oftentimes surpassed its goals regarding the WIA – Out of School program. PIC understands that YCD provides valuable services to the Bayview/Hunters Point community as evidenced by their past

"Without The Youth, There Is No Tomorrow"

support of YCD programs. Our organization would hate to see the good work that has been achieved undermined by what amounts to a technical misunderstanding.

In light of the recent violence in Bayview /Hunter Point the lost of this program, on a technically would be a great disservice to the youth of the Southeast sector of San Francisco.

It is for the reasons listed above that YCD feels that an appeal of the decision to deny our organization of funds for the WIA-Out of Schools program is in order.

Please contact us at your earliest convenience so that we may discuss this matter further as time is of the essence.

Best regards,

Vivian Warren
Interim Executive Director

WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

MEMORANDUM

TO: YOUTH COUNCIL MEMBERS **DATE:** MAY 27, 2004

FROM: PAMELA S. CALLOWAY, CHIEF OF STAFF

SUBJECT: ADDITION OF QUALIFIED VENDORS TO VENDORS LIST (AGENDA ITEM 3)

ACTION REQUESTED

Youth Council approval to add the Staff recommended qualified vendors to the vendors list.

BACKGROUND

On November 15, 2001 the Youth Council approved the program design elements, evaluation criteria and schedule for a combined Request for Proposals (RFP) and Request for Qualifications (RFQ) solicitation.

On December 14, 2001 the Executive Committee, on behalf of the Workforce Investment San Francisco, (WISF) Board, ratified the Youth Council's action and on December 17, 2001 staff issued the RFP and RFQ.

On July 10, 2002, the WISF Executive Committee ratified the June 27, 2002 action of the Youth Council to issue a continuous solicitation of statements of qualifications containing the same design elements, program requirements, and selection criteria as the RFQ issued on December 14, 2001, without a due date.

RECOMMENDATION

Staff have reviewed all Statements of Qualifications submitted to the PIC, has determined the vendors to be eligible to receive WIA Title 1D funds and recommends the vendors listed on Table I to be added to the youth vendors list.

Attachment

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Telephone 415.431.8700 • Fax 415.431-8702
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Table I
PIC STAFF RECOMMENDATIONS
WORKFORCE INVESTMENT ACT (WIA)
YOUTH SERVICES
ADDITION TO THE INDIVIDUAL REFERRAL VENDOR LIST

#	Proponent	Proposed Activity	Unit Price	Approved
177	**AcademyX** 601 Montgomery Street, Ste 601 San Francisco, CA 94111 (415)392-8024	**Web Designer Program** is a three month, two nights per week training program. The program includes practical information about creating dynamic web sites, obtaining clients and search engine optimazation.Class size is limited to eight students. Each student gets their own PC and workstation during the class. Instructor mentoring, follow-up support and guidance will be provided. Class schedule is Monday and Wednesday evening from 6-9pm; students learn how to use HTML, Dreamweaver, FrontPage, Flash and Photoshop.	$1,950	**YES**
		Web Developer Program is a three month, two nights per week training program. The program includes practical information about creating dynamic web sites, obtaining clients and search engine optimazation.Class size is limited to eight students. Each student gets their own PC and workstation during the class. Instructor mentoring, follow-up support and guidance will be provided. Class schedule is Tuesday and Thursday evening from 6-9pm; students learn how to use HTML, ASP, JavaScript, PHP, Coldfusion, SQL and Access.	$1,950	**YES**
178	**Streetside Stories, Inc.** 1360 Mission St., Suite 200, Rm. 8 San Francisco, CA. 94103 (415)864-5221	Literacy arts courses given after school or as summer courses, designed to meet the needs of young people struggling to transition into or complete high school and to attain basic literacy. The curriculum uses theater performance and creative writing in order to build students' self-esteem, motivation, critical thinking and academic skills. Each course will meet for 1.5 hours once a week for four weeks. The program addresses Title 1D program elements by building stong peer relationships among youth and mentoring relationships with course facilitators, and by using a curriculum that emphasizes peer support and group work.	$1,000	**YES**
179	**Poor Magazine** 255 9thStreet San Francisco, CA. 94103 (415)863-6306	The Digital Resistance/POOR Press program is designed to provide basic skills, drop-out prevention, work readiness, customized occupational training, education and internships in media, multi-media and publishing to to low-income and/or homeless youth. Publishing of art and media are used as a catalyst to inspire, engage and educate youth faciing barriers to education and employment. Classes meet Tuesday and Thursday after school 4-7PM. Program cycles are for 12 weeks.	$2,200	**YES**
180	**Poor Magazine** 255 9thStreet San Francisco, CA. 94103 (415)863-6306	Subsidized Internships that act as a companion to the POOR Press/Digital Resistance Program at POOR Magazine. When each youth graduates the training program (12 weeks) they would be able to particpate in paid internships at POOR (10 hours per week) at $10.00 per hour. Each internship includes on-the-job training in advanced design and publishing applications as well as "work experience" and portfolio development. Internships last for three months. Each student would be acting as a classroom mentor to other youth participants as well as creating an on-line and print publication for POOR Magazine.	$1,900	**YES**

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Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

See New Location

Date:	Thursday, May 27, 2004
Time:	4:00 p.m. – 6:30 p.m.
***Location:**	Kaiser Permanente 2425 Geary Street, 2nd Floor, in the Mezzanine San Francisco, CA

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

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AGENDA APPEARS ON THE REVERSE SIDE
***REVISED: New Location (see above)**

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724 Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us

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OTHER ACCOMMODATIONS

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If you require special accommodation due to a disability, please call Roberta Fazande at 415-923-4265 or TDD 800-735-2929 (CRS) at least 72 hours in advance.

Issued: Monday, May 24, 2004

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
MAY 27, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on May 4, 2004 (*Action Item*) *
3. Addition of Qualified Vendor to Vendors List (*Action Item*) *
4. Young Community Developers Appeal for Proposal Consideration (*Discussion and Action Item*) *
5. Recommendations for WIA Title 1B Youth Service Subcontractors for Program Year 2004-2005 (*Discussion and Action Item*) *
6. Future Agenda Items *(Discussion Item)*
7. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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MINUTES OF THE
THURSDAY, MAY 27, 2004 MEETING OF THE
YOUTH COUNCIL OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

The meeting was held in the Mezzanine of Kaiser Hospital, located at 2425 Geary Blvd in San Francisco, California 94115.

PRESENT:

Ann Cochrane (Chair), Margaret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham, Barbara Thompson, Vivian Turner, Cedric Yap

PIC STAFF:

Omar Argueta, Cathy deCristofaro, Alfredo Fajardo, Glenda Gutierrez, Sarah Jimenez, Irene Kaufman, Robert Schwab, David Taylor, Evie Valle

PUBLIC:

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Shanee Fisher (CC2); Laura Moore (CC2), Zeloveia Harris (CC2), Livingston Olomuci (CC2); Justin Pascal (CC2); Avalii Seumanutafa (CC2); Marcella Azúcar (CC2); Bathsheba Bellinger (CC2); Dante Hayes (CC2); Beardon Kartee (CC2); Jermaine Crunter (CC2); Daniel Elzie Jr, (CC2); Cea'mon Rhodes (CC2); Deshawn Davis (CC2); Tala Failaugci (CC2); Cynthia M. Bellinger (CC2); Ashley Gant (CC2); Darlingten Nwaokon (CC2); Martha Nichols (BGCSF); Berta Diaz (MLVS); York Yuen (MLVS); Tenzin Lodoe (MLVS); Mauricio Chavez (MLVS); Sabrina Butler (YSP); Elizabeth Ibarra (YSP); Luz Maria Ibarra (YSP); Spencer Tolliver (Youth Chance High School); Stella Kang (IISF- Youth Cares); Dan Brajkovich (MLVS); Dean Oshida (IHDC); Tona J.; Careem Conley (Bayview Learns); Paul Gibson (JVS); Anthea Charles (Bridges); Ellen Gavin (BRAVA); Apollonis Jordan (RPS); Tempi Priestly (RPS); Karlene (Nita) Hines (RPS); Charlene Clemens (Family Service Agency of SF/TAPP); Tashi Tsomo (MLVS); Kelsang Wanguio (MLVS); Elloise Patton (YCD); Nora Ormond (WICS); Elizabeth Richmond (YSP); Stephanie Williams (YSP); Lawrence Massey (YSP); John Nauer (YCD); Eatu Haines (ICC); Julia Dunatov (BRAVA); Marissa (BRAVA); Glenn Eagleson (DCYF); Asayin Freeman (YSP); Marce Rodriguéz (YSP); Alex (YSP); Rounlahong Phomsoph (JVS); Laurie Belton (JVS); Lisa Stringer (PIC); Patricia Planoey (YSP); Denetrid Smith (YSP); Linda Medley (ICC); Lillian Hamilton (ICC); Carol Harlow (Shih Yu-Lang Central YMCA); Lisa Gray (Children's Fund Citizens Adv. Comm.); Don Marcos (Mission Hiring Hall); Laura Critchfield (SF Learns); Timothy A. Simon, Esq (YSP); Jesus Xañez (MNC); Amy Skistimas (JACS); Poneva Hamlin (ICC); Jessica Dobson (OTTP); Robert Hellman (MLVS); Jon Rubin (Henkels & McCoy Training Services); Denise Deslonde (YOSF/PIC); Jose Tardencilla (YOSF member); Monique Martin (JCC/ICC); (BRAVA); William Reed (BRAVA); James Holley Boys & Girls Club); Rebecca Cherin (Larkin Street Youth Services); Andrew Niklaus (Larkin Street Youth Services); Claudia Alvarenga (MLVS); Elizabeth (MLVS); Tracie Price (YSP); Shanea Sims (CC2); Faama Pasene (CC2); Jerome Satele (ICY); Nathan Kese (ICY); Mariyah Sroles (ICY); Meena Bubakar (ICY); Gwendolyn Brown (ICY); Tantell Crawford (ICY); Jordan Tamar (ICY); Sophia Sroles (ICY); James (ICY); Fatiman Sroles (ICY); Jose Esteva (MNC); Pamlea Humphrey (YSP); Mike Brown (ICY); Blanca Palma (YSP); Ronnell Coaylton (YCD); Brenden Anderson (Skills Academy); Kevin Cabrera (Skills Academy); Debra Anderson (YSP); Jermaine Le Brane (YSP); Connie Swan (Arriba Juntos); Ximena Montes (Arriba Juntos); Shaundalin Crawford (sp?) (YSP); Roberto Vargas (RAP Collaborative); Jill Roisen (CLA); Alma Robinson (CLA); Thorn L. Jones (Infusion-One); Ernest Brown (YTEC)

CC2- Chocolate City II
YSP – Young Scholars Program
JVS – Jewish Vocational Service
YCD – Young Community Developers
ICC – Ingleside Community Center
DCYF – Dept. of Children, Youth and their Families
MNC – Mission Neighborhood Center
JACS – Joint Action in Community Service
OTTP – Occupational Training and Therapy Program
ICY – Inner City Youth
CLA – California Lawyers for the Arts
YTEC – Youth Treatment & Education Court
MLVS – Mission Language and Vocational Services
IHDC – IndoChinese Housing Development Corporation
RPS – Renaissance Parents of Success

Chair Cochrane convened the meeting at 4:07 P.M. with a quorum present.

Motion to adopt the agenda was made by Margret Donahue and seconded by Barbara Thompson.
Ayes: Margaret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham, Barbara Thompson, Vivian Turner, Cedric Yap
Nays: None
Abstentions: None
Motion passed.

Item 2: Adoption of Youth Council Minutes from the meeting held on May 4, 2004
Amendment by Kar Yin Tham – It was not noted in the minutes that PIC counsel was consulted as to whether or not members of the Youth Council whose agency was a proponent in the RFP process could participate in the discussion regarding funding recommendations based on the proposal review. It was confirmed by counsel that these members could not participate either in discussion or vote on that agenda item.

Motion was made by Cedric Yap and seconded by Barbara Thompson to adopt the Youth Council minutes from the meeting held May 4, 2004, as amended.
Ayes: Margaret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham, Barbara Thompson, Vivian Turner, Cedric Yap
Nays: None
Abstentions: None
Motion passed.

Item 3: Addition of Qualified Vendors to Vendors List
Robert Schwab reviewed vendor recommendation process.

Liz Jackson-Simpson: We have not seen a budget for YO and whether or not there will be a pool for IRs.

Robert Schwab: Right now there are very few dollars remaining for referrals under the Youth Opportunity Grant program. We estimate there is about $150,000 going into the fifth year as the total aggregate available for youth services. So that will be the pool we would draw on. This brings the pool of vendors up to 180, so we have lots of service options for youth in that system. Of course, a vendor status does not guarantee a referral; it just does place them on the list. The way that creating the vendors' list was structured, however, allows for YOG funds, or any other funds that might become available to the Youth Council to be used, subject to your approval.

Motion was made by Kar Yim Tham and seconded by Margret Donahue to add Academy X, Streetside Stories, Inc. and Poor Magazine as qualified vendors to the Vendors List.
Ayes: Margaret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham, Barbara Thompson, Vivian Turner, Cedric Yap
Nays: None
Abstentions: None
Motion passed.

Robert Schwab: Explained why the Youth Council meeting was being videotaped that day. The compelling testimony would be better conveyed to the Mayor's office and other policymakers in the community who may be influenced by testimony, and may understand the need for youth services as the public describes.

Item 4: Young Community Developers Appeal for Proposal Consideration
Robert Schwab presented an overview of the background of the RFP submission process, and the events leading to the appeal by YCD, as outlined in the documentation provided to the Youth Council members for their consideration, review of staff's concerns regarding any precedent that might be set if the appeal were accepted, and the possible impact on future RFP processes.

Cedric Yap: How many 'other' proponents were there?

Robert Schwab: There were two other proponents who arrived at the wrong address, one known and one unknown, did not declare who they were, and left.

Cedric Yap: What has been the past practices of previous RFPs – has it always been the practice to deliver them to this address – 1650 – as opposed to somewhere else?

Robert Schwab: It is my understanding that historically all youth RFPs have been issued from 1650 Mission St, Suite 300.

Cedric Yap: If we uphold the appeal, what does that mean?

Ann Cochorane: It makes the whole process null and void, and we have to start over again. Everyone will have to reapply, we will have to bring in new readers and we will have to make new deliberations as to decisions.

Margret Donahue: Sorry YCD went to the wrong address; why was it delivered to 745 Franklin?

Liz Jackson-Simpson: Why was it accepted at 745 Franklin? 745 Franklin is a known PIC address; why was this person not encouraged to run it down to 1650 Mission St.?

Robert Schwab: The person was encouraged to go to the other office, and they felt they could not make it on time.

Public Testimony
Elloise Patton (Interim Exec. Director, YCD): The Executive Director, Viviann, is currently in the hospital, and Elloise is currently the Interim ED. We did deliver the document to the wrong office – we never denied that. However, in light of all of that, we are talking about technicalities; we are talking about 38 murders in Bayview Hunters Point. We are talking about direct services that directly impact the precise population that these murders are occurring [among].

"Funding to institutions or agencies that provide the greatest return on investment should be the institutions that the state utilizes." (quote read from Little Hoover Commission Report) What other organization in Bayview gives you a greater return on your investment? By allowing YCD to resubmit the RFP, give an opportunity to people normally dependent on the governmental system, that creates other issues, to be people providing money to so sorely needed in this in this city. The actual training program will allow people to provide training for certified cable communications operators and retail specialists. Who else in the Bayview can provide this?

Dana Serleth, Kar Yin Tham, Vivian Turner, and Bea Harris recused themselves due to conflict of interest.

Margret Donahue: How many youth will be funded and has this program been funded in the past?

Elloise Patton: This particular program has not been funded in California before. The plan was to serve 90 youth on this new training program.

John Nauer (Program Developer, CC2, YCD): If they do not receive funding from the PIC the 28 youth currently in the program cannot be rolled over to continue their training in 2004-2005. We were planning on taking our youth training program to a new level, and were planning to partner with a private partner to provide that new training.

Ann Cochorane: The question before us is not the quality of the program or the quality of YCD. For the record, the enrollment goal for YCD was 43, and their current enrollment level is 35. Based on the formula funding recommendation that is before us, the amount that could be served in Bayview-Hunters Point is 78.

Liz Jackson-Simpson: What are the status of the YO contracts? If we decide not to accept the recommendation of the staff, what would be the consequence of that?

Robert Schwab: The YOG is a five-year declining grant, and 2004-2005 will be the fifth year. It is a $1,500,000 step down; it pretty much eliminates all subcontracting of service going into the fifth year. We are doing an analysis of where the contracts are in their spending. There may be some to whom we can grant a no-cost extension to give them time to spend their money. There are no additional sources to renew those contracts.

Cedric Yap: To uphold the appeal would impact all proponents, citywide, for more than 90 days. He suggested that YCD could work with the PIC, DCYF, DHC, and MOCD to find funding outside of this process.

Elloise Patton: Less than 10% of all funds allocated are going to the Bayview. Also, while we look at technicalities, there are circumstances of life and death that the Youth Council could circumvent.

Spencer Tolliver (Youth Chance High School) asked that the motion be tabled until after speaking on recommendations for funding, leading to a possibility of a redo of the RFP process.

Dan Brajkovich (Mission Language and Vocational School) – From a community-based perspective, be creative with the process; maybe there is more money in the One-Stop. Maybe other proponents in here could open their doors to YCD. There is no evidence at all the One-

Stop system serves the youth. It is flawed logic that because parents walk in to the One-Stop, youth benefit from that.

Jon Rubin (Henckles & McCoy, Inc.): Training partner with YCD. The training for this program is [built] on a community need for those new hires. ComCast, SBC, Verizon are partners with them and need trained people in the industry. For those individuals who did not want to go into communications, Henckles & McCoy went to DOL for a funded grant to do develop curriculum for retail training, and this training is tied directly to the private sector.

Margret Donahue: We have been mandated by the Mayor's office to be creative about providing services for Western Addition, Bayview and OMI. Due to circumstances following the release of this RFP, our attention has been focused on these communities due to the violence in them. Could we do a new RFP process for Western Addition, OMI, and Bayview, with some collaboration across the agencies, using the $309,000 designated for the youth services in the One-Stop?

Ann Cochrane: To respond to Cedric's point, to postpone funding at this point would potentially impact on 700 youth, and the other agencies are who are trying to balance their budgets.

Cedric Yap: What is being proposed is to create an option "D", where we take the One-Stop money, do an RFP but we move forward on the balance of the funds so we can still be on the same timeline.

Motion to table this item, open agenda item 5 and get public testimony, and go back to this item later was made by Cedric Yap and seconded by Liz Jackson-Simpson.
Ayes: Margaret Donahue, Bea Harris, Liz Jackson-Simpson, Barbara Thompson, and Cedric Yap
Nays: None
Abstentions: Lora Gay, Dana Serleth, Kar Yin Tham and Vivian Turner
Motion passed.

Motion passed to table this item, open agenda item 5, and go back to this item later.

[Continuation of discussion of YCD's appeal after discussion of Agenda item 5.]

Motion to deny Young Community Developers appeal for proposal consideration was made by Cedric Yap and seconded by Margaret Donahue.
Ayes: Margaret Donahue, Bea Harris, Liz Jackson-Simpson, and Cedric Yap
Nays: Barbara Thompson
Abstentions: Lora Gay, Dana Serleth, Kar Yin Tham and Vivian Turner
Motion passed.

[Discussion then returned to Agenda item 5.]

Item 5: Recommendations for WIA Title 1B Youth Service Subcontractors for Program Year 2004-2005

Robert Schwab presented a brief summary of the review and scoring processes, and how the recommendations were determined.

Public Testimony

Jessica Dobson (Occupational Therapy and Training Program): They have been doing assessments for the PIC at Log Cabin Ranch and at four of the PIC centers. Have a proven track record of successful performance of youth evaluations.

Ellen Gavin (Artistic Director, BRAVA): Objection to the use of 'outsiders' to review RFPs. BRAVA has a nine-year old job training program, with 95% placement rate. Did not take into account past performance and did not include input from PIC staff (They had 52 placements in the first year – 95% placement rate.)

Julia Dunatov (Program Director, BRAVA) : People who participate in their program can return again and again for job placement. The impact of not receiving funding; 1/11 jobs in San Francisco has something to do with the arts. We report every month on our outcomes to the PIC and to not take any of that into consideration shows what is wrong with this relationship.

[Youth] (BRAVA): Minority youth are affected the most when funding is cut. Be strong and let people know that we will not be willing to let you take money away from our kids.

William (BRAVA): Was shocked and surprised at the funding cuts. Has been with the company for five years.

Alma Robinson (Director, California Lawyers for the Arts): BRAVA is an excellent program. In scoring reconsiderations, wish you could spread the funding more broadly. Had written to you asking that BRAVA be funded. The Youth Council has the opportunity to leverage funds if they are spread across agencies.

James Holly (Director, Boys & Girls Club, Sunnydale): They are willing to go with option A or B in the staff recommendations for proposal funding if YCD could get funded. Can't get volunteers to come out to work with our youth because of the violence, so every little bit helps.

Spencer Tolliver (Youth Chance High School): Appealed the recommendations for funding. Was there mention of selection criteria and weight of scores? What was the rubric for scoring?

Anthea Charles (Director, Bridges from School to Work): Baffled as to how the funding was allocated. Their proposal was in the top 20 in terms of their scores, but they received no funding. How is the point system working once the scores were arrived at?

Carol Harlow (Director, Shih Yu-Lang Central YMCA): Spoke in support of Youth Chance High School's position on the lack of objectivity and transparency in the RFP process. Asked that the PIC reevaluate the proposals. None of the funding recommendations are adequate. Also asked, where the Federal Workforce Training grants funds are and how are they being spent in the City?

Jill Roisen (Program Director, CA Lawyers for the Arts/Spotlight on the Arts): They have served 350 youth since 1993 have been provided job readiness training and placement in the non-profit arts sector; the fourth largest growing employment sector in San Francisco. They have a 92% graduation rate. In addition, there are scoring issues – they scored higher than three programs that were recommended. The PIC had given no explanation as to why the decision was made to exclude programs with higher scores. It appears arbitrary and unfair that lower-scoring programs should receive funding while higher-scoring proposals did not.

Alma Robinson (CA Lawyers for the Arts): Spoke about their emphasis on recruiting youth in the southeast sector of San Francisco. There is a great need for youth from the Bayview, Western Addition and OMI to have the opportunity to participate in the arts, as they often do not have other means of accessing them. They were looking to expand their program to meet WIA guidelines for year-round support services to include career counseling, college trips, working with parents, test preparation, college and financial aid. Ask that you reconsider funding us.

Lisa (Episcopal Community Services): Asked that the homeless children not be forgotten – that focus be kept on them, as they often have no family, home or support of any kind. Also gave a reminder that there is also an emphasis on education, important for children living in cardboard boxes who can barely spell their names.

Elizabeth Richard (parent of Young Scholar youth who is also a YO member): Their child would not have received any services if not for Young Scholars because so many service providers are afraid to come in to the neighborhood for fear of violence. It is a tragedy that this program was not funded under any of the funding options recommended.

Elizabeth Ibarra (student): Currently attending Fisk University with a full scholarship because of Young Scholars. Could not have done it without this organization, and their support continues through a Young Scholars club at Fisk.

Timothy A. Simon (parent): Has been involved with Young Scholars for over 5 years. He has two sons who have gone through the program, both in college - something he, as a single parent, could not have done. Every year, there is a minimum of 40 students in the program who receive multiple offers from colleges for admittance. Find for funding not only on the success but on the efficiency of the model as well.

Luz Ibarra (student): The previous youth speaker is her twin sister, and there is not enough money in her family or her community to send both of them to college. Goes to the Culinary Academy. Lived in Hunters Point all her life, and went to school there. The way out was not through minimum wage jobs. Young Scholars Program helps parents as well as youth.

(Parent): Her daughter is in the Young Scholars program. It does not focus on the violence in the neighborhood – it provides long-term solutions

Monique Martine (Executive Director, Ingleside Community Center): Thank the Private Industry Council for reconsidering the funding for the Ingleside Community Center. Cannot survive without PIC and DCYF funding. Willing to go back to reduced funding level if it will help other organizations get funded.

Lillian Hamilton (Board member, ICC): Has two children who are products of OMI Community Center. Cannot fight over this small surplus of funds. Too many need them. Funds should be distributed equally, rather than fighting over this funding. Please continue to look at what these services provide over the long run.

Mauricio Chavez: Asks the Council to make a wise decision for the funding of all these programs – make our tax dollars work to provide a better future for all our communities.

Dan Brajkovich (Mission Language and Vocational School): Concerns with the overall process. In the Latino community, youth in multi-generational families are often wage earners. Latinos in SF have the lowest wages, the highest unemployment, and the highest rate of dropouts and incarceration. Earning for these youth is survival. There are not enough occupational job skills training for the numbers of youth they need to serve. Does not see a Latino, non-native speaker represented on the Youth Council.

Darren Jones (Executive Director, Infusion One): If there are so many organizations that did not understand the RFP – it's not the organizations that are the problem. Have called ten members 9of PIC and the Executive Board) asking what can be done to collaborate within the community, and have not received a call back. We start working with youth at 14, before they hit the streets. We have been working with youth for 10 years – after 10 years are you going to tell us we don't know what we are doing? If there is a problem with the proposal, sit down with us and work on it. But to just say 'no' is just ridiculous.

Inner City Youth 2: Thank you for the recommendation for funding of our program. Looking to collaborate with other organizations and will look around for other sources of funding, as this has been a 'wake up' call for them for the future.

M. Chavez (youth of Inner City Youth). Goes to high school and has a 3.5 average. Yesterday he and his sister were going home on the bus by the drive by shooting, and one of the men in the van pointed a gun at his sister but didn't pull the trigger. He and his sister are scared that they will be targeting by these men in the future. We just want this violence to stop.

John Williams (Young Community Developers): Described program and activities for youth.

Dante Hays (youth):It would be good to fund YCD because it's a good way to get kids off the street and teach them workplace ethics and get them employed.

Rose (Chocolate City 2): A lot of kids are very afraid even to go to school. If these youth had a place to go or even a job, maybe a lot of these things wouldn't be happening in our community.

Brendon Anderson (Skills Academy): Be reconsidered for funding. Have been on the list for founding for the last two years. Work with in and out of school youth. Provide tutoring and case management in collaboration on-site with the schools.

Kevin (student): This program has really helped me and for the first time my teacher is telling me that I am really improving, and I haven't heard that in a long time. If it weren't for this program I would probably be in the streets and getting F's.

Continuation of Youth Council Discussion
Margret Donahue asked if Robert Schwab could describe the scoring and selection process.

Cedric Yap: Both Ingleside and Young Scholars will be funded through DCYF. The challenge is that we have a process and the ones who questioned it, with one exception, are those who did not get funded. There is not enough money to go around. Inclined to go to an option 'D', but it will be really terrible if we delay this process.

Liz Jackson-Simpson: Concerned as well by the process, and that we have to consult with folks from outside the County to review the RFPs. We have folks in SF that know and understand the community. We need to be consistent with the process throughout. Concerned about the One-Stop dollars – it does not get to the root of the fact that we need a presence in the One-Stop and that there are proponents that need to be funded. Which communities will agencies serving 'citywide' draw the youth from?

Barbara Thompson: There is a need out there, and no one is really getting anything. There is nothing about the Western Addition or Third Street.

Margret Donahue: We did a really good process around developing the strategic plan, and there was opportunity for community input. The confusion seems to be around how were the scores arrived at. If we were start over again, there would still not be enough money, and there would still be people who do not get funded. But we have to make a decision, but would like to feel confident on making a decision based on an understanding of the scoring process.

Robert Schwab described the scoring process.

Ann Cochrane: Whatever we recommend in terms of the additional funds from the One-Stop has to be approved by the Finance Committee.

Margret Donahue: Make the recommendation we dedicate the remaining $109,044 to the pot and fund some additional programs.

The decision was made to go back to Item 4 on the agenda at this point in the meeting.

[Continuation of the discussion of Agenda Item 5.]

Ann Cochrane: The concern heard by Youth Council members and from public testimony was about methodology. The RFP scoring was done in concert with DCFY and staff input. Option B reflects a prior method approved by the Youth Council of using peoples' scores as a ratio of the dollars. Maybe we should take this objective funding methodology as the first pool that's funded. Then what we do is take the $309,000 and the $25,000 for capacity building and have it be a special, short-term RFP process for some combination of neighborhoods.

Liz Jackson-Simpson: Should ensure some of the agencies' time be spent as a physical presence in the One-Stops.

Robert Schwab outlined the personnel, time and cost for another RFP process. Suggested as an alternative, if the additional $109,000 is approved, reapplying it on some formula imbedded in the current RFP recommendations.

Margret Donahue: We have been mandated to provide services to the Bayview, and four of the RFPs from the Bayview were not funded, which speaks to a need for technical assistance.

Motion to adopt funding option B as recommended by staff for WIA Title 1B Youth Services Subcontractors for Program Year 2004-2005; pool the $309,044 from the One-Stop funding and the $25,000 set-aside for capacity building; and issue a re-competing short-term RFP for youth residing in the Bayview, OMI, Western Addition and Sunnydale neighborhoods was made by Liz Jackson-Simpson and seconded by Cedric Yap.
Ayes: Margaret Donahue, Bea Harris, Liz Jackson-Simpson, and Cedric Yap
Nays: None
Abstentions: Lora Gay, Dana Serleth, Kar Yin Tham, Barbara Thompson, and Vivian Turner
Motion passed.

Public Testimony on Non-Agenda Items
There was none.

Item 6: Future Agenda Items
Methodology and time frame for an accelerated RFP focusing on youth services providers in the Bayview, OMI, Western Addition and Sunnydale neighborhoods.

Motion to adjourn the meeting was made by Margaret Donahue and seconded by Dana Serleth.
Ayes: Margaret Donahue, Lora Gay, Bea Harris, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham, Barbara Thompson, Vivian Turner, Cedric Yap
Nays: None
Abstentions: None
Motion passed.

Meeting was adjourned at 7:30 P.M.

All written material distributed at the meeting is posted on the Private Industry Council's website, www.picsf.org, and incorporated by reference herein.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Thursday, June 17, 2004

Time: 3:00 p.m. – 5:00 p.m.

Location: Born Auditorium
Department of Human Services
170 Otis Street
San Francisco, CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

4.59
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Sunshine Ordinance Task Force
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Issued: Friday, June 11, 2004

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PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY JUNE 17, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on May 27, 2004 (*Action Item*) *
3. Adoption of PY 04 – PY 06 Youth Services Request for Proposals Solicitation Framework, Program Requirements, Performance Measures, Calendar, and Selection Criteria for Services to Youth Residing in the Bayview Hunters Point, Oceanview-Merced-Ingleside, Sunnydale and Western Addition Neighborhoods (*Action Item*) *
4. Public Testimony on Non-Agenda Items (Discussion Item)
5. Future Agenda Items (Discussion Item)
6. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
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MEMORANDUM

TO: YOUTH COUNCIL MEMBERS **DATE:** JUNE 10, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: SUPPLEMENTAL PY 04-06 YOUTH SERVICES REQUESTS FOR PROPOSALS SOLICITATION FRAMEWORK: CALENDAR, PROGRAM REQUIREMENTS, PROGRAM ELIGIBILITY, PERFORMANCE MEASURES AND SELECTION CRITERIA FOR YOUTH RESIDING IN THE BAYVIEW HUNTERS POINT, OCEANVIEW-MERCED-INGLESIDE, SUNNYDALE AND WESTERN ADDITION NEIGHBORHOODS (Agenda Item 3)

ACTION REQUESTED

The Youth Council is asked to approve a Youth Services Request for Proposals Solicitation Framework, which includes: Calendar (Attachment 1), Program Requirements, Program Eligibility, Performance Measures, and Selection Criteria (Attachment 2)

BACKGROUND

On May 27, 2004 the Youth Council acted to recommend that the Workforce Investment San Francisco (WISF) Board divert $309,044 (previously committed to support the local One Stop centers and system by the WISF Executive Committee on May 12, 2004) to youth subcontracted services. The Youth Council also acted on May 27, 2004 to redirect $25, 000 (previously recommended by staff for capacity building) to youth subcontracted services and that the total of $334,044 be issued through a Request for Proposals solicitation for services to youth residing in the Bayview Hunters Point, Oceanview-Merced-Ingleside, Sunnydale and Western Addition neighborhoods.

The Workforce Investment Act requires that local Workforce Investment Boards identify eligible providers of youth activities by awarding grants or contracts on a competitive basis, based on the recommendations of the Youth Council, to selected youth services providers to carry out youth activities consistent with requirements of the Act. In addition, the Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth services system.

The Youth Council recently concluded a strategic planning process that articulated a vision, mission and purpose of a comprehensive youth services system built on a youth development framework. The plan outlines primary and supportive strategies to achieve that vision including an emphasis on high school graduation or certification and focus on occupational preparation that leads to youth employment and a successful transition to adulthood.

The Youth Council's strategic priorities were integrated with the WIA youth services program requirements and design criteria to form a solicitation framework. That framework attempts to address both the minimum WIA requirements while encouraging proposals that contribute to the Youth Council's vision of a comprehensive and coordinated system of care. The solicitation framework was also developed to allow for the greatest possible alignment with the request for proposals planned by the San Francisco Department of Children, Youth and Their Families.

RECOMMENDATION

The staff recommends that the Youth Council adopt, subject to approval of the WISF Board, the attached solicitation framework, calendar, program requirements, performance measures, and selection criteria and that staff are accordingly authorized to release a request for proposals for youth services to be funded by multiple funding sources as appropriate and resulting in annual cost reimbursement contracts, renewable through the PY 2004 – 2006 solicitation period.

Attachments

CALENDAR

EVENT	DATE
Staff Recommendations to Youth Council	June 10, 2004
Youth Council approval of RFP program design and selection criteria per WISF Board approval subject to contingencies.	June 17, 2004
Announcement and Issuance of RFP and schedule	June 18, 2004
Bidders Conference/Technical Assistance Workshop	July 1, 2004
Due date for Proposals	August 2, 2004
Proposal review	August 3 – 18, 2004
PIC Staff Funding Recommendations	August 19, 2004
Youth Council Approval	August 26, 2004
Executive Committee Approval	September 15, 2004
Issue Letters of Intent to Subcontractors	September 16, 2004
Contract Negotiations	September 16, 2004
* Mayor/Workforce Investment San Francisco Board (WISF) approval of Funding Recommendations	October 20, 2004
Contract Begins	September 16, 2004
Contract Ends	June 30, 2005

*The Board of Directors may be asked to act for the Private Industry Council of San Francisco, Inc. at an earlier date.

WORKFORCE INVESTMENT SAN FRANCISCO BOARD YOUTH COUNCIL

STRATEGIC PRIORITIES

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework: [1]

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;
- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
- competency and mastery

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

* health
* personal/social
* knowledge

* reasoning and creativity
* vocation
* citizenship

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[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

BASIC YOUTH DEVELOPMENT PRINCIPLES

Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the WIA 10 elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Adult Support/caring and knowledgeable Adults
Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations
Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative forms of learning
Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic approach
Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as resources
Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation quality
Programs clearly work better when they are thought through and well managed.

Follow-up Services
Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:

Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;

2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:
To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.
III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.
IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.
V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.
VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

PROGRAM REQUIREMENTS

I. YOUTH COUNCIL VISION

The Youth Council's vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25. The Youth Councils mission and purpose is to ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

II. YOUTH DEVELOPMENT PRINCIPLES

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development.

A. These needs include but may not be limited to:
   - A sense of safety and structure
   - Belonging and membership
   - Self-worth and ability to contribute
   - Independence and control over one's life
   - Closeness and several good relationships
   - Competency and mastery

B.

- *Adult Support/caring and knowledgeable Adults* – Effective youth initiatives connect young people with adults who care about them and who serve as role models.
- *Structure and Expectations* – Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.
- *Creative forms of learning* – Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary education or employment.
- *Holistic approach* – Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of many behavioral indications of deeper problems manifested by young people.
- *Youth as resources* – Programs should move away from focusing on eliminating youth deficits to supporting youth assets.
- *Implementing quality* – Programs clearly work better when they are thought through and well managed.
- *Follow-up Services* – Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

III. PROGRAM DESIGN

A. Provide participants with an objective assessment of the academic levels, skill levels and service needs, which shall include:

- A review of basic skills
- Occupational skills
- Prior work experience
- Employability
- Interests
- Aptitudes (including interests and aptitude for nontraditional jobs)
- Supportive service and developmental needs

B. Develop service strategies for each participant that shall identify:

- For non-completers, a goal to return to Middle/High School for completion or to achieve a High School Diploma equivalency (Note: If equivalency is the goal, then the assessment must clearly explain why return to Secondary School for completion is not realistic)
- An educational goal (post-secondary education, advanced training, as appropriate).
- An employment goal (including, in appropriate circumstances, nontraditional employment)
- Achievement Goals (as appropriate: skills attainment, recognized credential relating to achievement of educational or occupational skills). Example: Job Readiness, Increase Grade Level, and Enter SAT Prep.

  - Appropriate services for the participant taking into account the assessment

C. Provide for participants:
  - Preparation for postsecondary education opportunities in appropriate cases
  - Strong linkages between academic and occupational learning
  - Preparation for unsubsidized employment in appropriate cases
  - Effective connections to intermediaries with strong links to
    - The job market
    - Local and regional employers

IV. PROGRAM ELEMENTS

WIA Youth programs shall provide elements consisting of:

- Tutoring, study skills training or remedial education to address academic deficits, and instruction leading to completion of secondary school, including dropout prevention strategies
- Alternative secondary school and GED preparatory placement
- Summer employment opportunities that are directly linked to academic and occupational learning
- Paid and unpaid work experiences including internships and job shadowing
- Occupational skills training as appropriate
- Leadership development and community service opportunities which may include community service and peer-centered activities encouraging responsibility and other positive social behaviors during non-school hours, as appropriate
- Supportive services
- Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months
- Follow up services for up to twelve (12) months after completion of participation, as appropriate
- Comprehensive guidance and counseling including substance abuse, mental health and other issues as needed.

PROGRAM ELIGIBILITY

- Youth not less than 14 and not more than 21 years old; and
- Be authorize to work in the United States; and
- Males 18 and above must be registered as required under the Selective Service Act; and
- Reside in one of the following neighborhoods:
    - Bayview
    - Sunnydale
    - Oceanview, Merced, Ingleside
    - Western Addition; and
- Meet the San Francisco Substandard Income Criteria (low-income); and
- Is an individual who is one or more of the following:
    - Basic Literacy Skills Deficient
    - Homeless or Runaway
    - School Dropout
    - Foster Child
    - Pregnant or Parent
    - Offender
    - Disabled, including learning disability
    - Individuals with educational attainment that is one or more grade levels below the grade level appropriate to the age of the individuals
    - Other locally defined barriers by the WISF Board that would require an individual additional assistance to complete an educational program or to secure and hold employment:
        1. a student enrolled in special education
        2. a student maintaining less than a “C” average
        3. a truant (one who stays out of school without permission)
        4. a person with limited English proficiency
        5. a non-custodial parent
        6. a person with a substance abuse problem
        7. a resident of an Enterprise Community

8. a resident of public housing or member of a family receiving Section 8 rental assistance
9. an emancipated youth
10. a youth who has not held a job for more than 13 weeks in the last 12 months (for older youth)

PERFORMANCE MEASURES

YOUTH AGES: 14 – 18

- Attainment of basic skills and, as appropriate, work readiness or occupational skills (skill attainment = goals attainment);
- Attainment of secondary school diplomas and their recognized equivalents;
- Placement and retention in post-secondary education or advanced training, or placement and retention in military service, or employment, including qualified apprenticeship;
- Return to Middle/Secondary school

YOUTH AGES: 19 – 21

- Entry into unsubsidized employment, military service, or qualified apprenticeship;
- Retention in unsubsidized employment 6 months after entry into employment;
- Earnings received in unsubsidized employment 6 months after entry into employment;
- Return to school;
- Attainment of a recognized credential relating to achievement of educational or occupational skills;
- Entry into post-secondary education or advanced training;
- Customer satisfaction from youth and employers

SELECTION CRITERIA

	CRITERIA	POINTS
A.	**Program Design** • Emphasis on High School Completion/Employment Preparation/Entering Post- Secondary education. • Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act. • Incorporation of Youth Development Principles. • Consistency with Workforce Investment Act's program design requirements • Youth/Parental/Adult Involvement	40
B.	**Organization and Coordination** • Evidence of providing culturally competent services • Leveraging other funds for program • Ability to provide comprehensive services through formal relationships with other providers	30
C.	**Services to Targeted Neighborhood Population** • Alignment with Youth Council's recommended services to the targeted neighborhoods (Bayview, Sunnydale, OMI and Western Addition). • Ability to recruit targeted neighborhood population • Neighborhood-based • Evidence of providing services to the targeted neighborhood population	20
D.	**Administration and Financial Management** • Prior experiences in managing public and private grants • Program evaluation • Participant record keeping	10

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Thursday, July 29, 2004

Time: 4:00 p.m. – 6:00 p.m.

Location: Van Ness Plaza
1650 Mission Street, Second Floor
Classroom 2 and 3
San Francisco CA 94103

4.59

9/04

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

AGENDA APPEARS ON THE REVERSE SIDE

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us

The Sunshine Ordinance is also available online at: www.sfgov.org/site/sunshine_index.asp?id=4673

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In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.
If you require special accommodation due to a disability, contact Roberta Fazande at least 72 hours in advance at 415-923-4265,TDD 800-735-2929 (CRS) or rfazande@picsf.org

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Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: sfgov.org/ethics.

Issued: Thursday, July 22, 2004

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, JULY 29, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on June 17, 2004 (*Action Item*)
3. Adoption of Staff Recommendations for PY04-06 Youth Service Request for Proposals Solicitation for Services to Youth Residing in the Bayview-Hunters Point, Oceanview-Merced-Ingleside, Sunnydale and Western Addition neighborhoods (*Discussion and Action Item*)*
4. Future Agenda Items *(Discussion Item)*
5. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

MEMORANDUM

TO: WISF YOUTH COUNCIL MEMBERS **DATE:** JULY 22, 2004

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: STAFF RECOMMENDATIONS FOR PY04-06 YOUTH SERVICE REQUEST FOR PROPOSALS SOLICITATION FOR SERVICES TO YOUTH RESIDING IN THE BAYVIEW-HUNTERS POINT, OCEANVIEW-MERCED-INGLESIDE, SUNNYDALE AND WESTERN ADDITION NEIGHBORHOODS (AGENDA ITEM 3)

BACKGROUND

On June 16, 2004 the Workforce Investment San Francisco (WISF) Board ratified the May 27, 2004 Youth Council action to award WIA 1B youth funding to nineteen (19) subcontractors resulting from a Request for Proposals (RFP) issued on February 27, 2003, and to issue a new solicitation for youth services to be funded with $265,000 previously set aside for One Stop support and capacity building activities. On June 17, 2004 the Youth Council adopted the youth services solicitation framework including calendar, program requirements, program eligibility, performance measures and solicitation criteria for Workforce Investment Act (WIA) Title 1B dollars targeted to youth residing in Bayview-Hunters Point (BVHP), Oceanview Merced and Ingleside (OMI), Sunnydale and Western Addition. On June 22, 2004, the PIC issued an RFP. The may solicitation cover a period up to three years beginning with the execution of the first agreement resulting from the solicitation.

SOLICITATION METHODOLOGY

An RFP was issued on June 22, 2004 and a bidders conference was conducted on July 1, 2004. Proposals required a detailed program description and budget to serve an identified number of youth (consistent with the program design and program elements requirements of WIA), and were due July 14, 2004. A selected proposal will result in a cost reimbursement subcontract.

Proponents were encouraged to address the Youth Council's strategic priorities and supportive strategies, detail how they would reach and effectively serve youth in the targeted neighborhoods, provide evidence of past performance, as well as describe how youth development principles will be incorporated in their programs.

SOLICITATION RESPONSE

Request for Proposal (RFP)	11 proposals received 11 proposals reviewed

Total amount requested $1, 322,530

Refer to Table I for a list of all proposals reviewed.

REVIEW PROCESS FOR PROPOSALS

A diverse panel of reviewers was appointed to review proposals. These individuals included representatives of the Department of Human Services (2), the Bayview-Hunters Point Foundation, PIC's YO!SF Program and the Japanese Community Youth Council's Youth Works Program. A PIC youth services Contract Administrator was assigned to each team to assist in the review process, but did not score proposals.

The 11 proposals were divided into two groups based on the order in which they were received and assigned to three reviewers who scored the applications according to the selection criteria and weights adopted by the Youth Council. The review team met to aggregate proposal scores, averages were calculated for each criteria and a sum of the averages was determined. Proposals were then sorted by their average score.

Table I lists all proponents in descending order by average score. Average proposal scores were totaled and percentages of individual scores to the total of all average scores were calculated. This average was multiplied by the total amount available to determine individual funding amounts. Option A executes this methodology for the proponents with the highest three scores. Option B executes this methodology for the proponents with the highest five scores, and Option C executes this methodology for all proponents.

STRATEGIC CONSIDERATIONS

Every effort was made to maximize the return on the dollar amount recommended based on the quality of the program as described in the proposal, the cost per youth served and the geographic and priority population distribution. Option A includes the three highest scoring proponents with very close scores. This option results in funding amounts that are viable for the services expectations and complexity of a WIA-funded program. An average score break appears between those included in Option A and the two additional proponents included in Option B. Option B reduces individual funding awards but does increase the total projected service level. There is an even larger average score break between proponents included in Option B so those included in Option C. The break between Option B and C also represents a point of diminishing returns when considering total number of youth served. Finally, the Youth Council should consider the administrative and opportunity cost associated with a large number of subcontractors. With 19 subcontracts already approved (10 of whom are new) and with fixed administrative resources, staff ability to provide a consistently high level of contract administration, performance management and technical assistance will be diminished with a larger number of subcontractors.

RECOMMENDATION

Staff has presented options A, B and C regarding supplemental WIA Title 1B (Formula) funds for Program Year 2004-2005 for consideration by the Youth Council. It is further recommended that staff be authorized to jointly negotiate contracts with DCYF as appropriate to ensure an appropriate maintenance of effort and budget alignment. This recommendation is contingent on the continuing availability of WIA Title 1B youth funds in an amount necessary to meet current and future needs and obligations, and adoption of the recommendation to reduce the WIA youth contribution to One Stop support.

NOTICE TO BIDDERS

Proponents should consider carefully the numerical details of the recommendation and determine if services can be delivered to the recommended number of participants for the dollars shown. If proponents are unable to accept this counter offer, they should inform the PIC (either orally, in writing or both) and may address the Youth Council at its public meeting on July 29, 2004. Failure to file a timely objection with the Youth Council could jeopardize subsequent appeals.

Proponents whose proposals are not recommended for a cost reimbursement subcontract may also appeal to the Youth Council at its public meeting. Proponents' comments should address the recommendations briefly and be prepared for a time limit on testimony.

The Youth Council will hold a public meeting on Thursday, July 29, 2004 from 4:00 to 6:00 pm, location in San Francisco to be announced at.

Attachment(s)

cc: Proponents

Table I

PIC STAFF RECOMMENDATIONS
SUPPLEMENTAL WIA 1B FORMULA YOUTH PROGRAMS
August 16, 2004 - June 30, 2005

							OPTION A			OPTION B			OPTION C		
Proposal #:	PROPONENT NAME	Proposed Amount Requested	Proposed Service Level	Proposed Cost Per Youth	Proposed Targeted Neighborhood(s): BVHP-Bayview, OMI-Ocean/ Merced/Ingleside Western Addition & Sunnydale	SCORE	Multiplier	PY 04/05 Total Recommended Amount	PY 04/05 - Recommended Service Level	Multiplier	PY 04/05 Total Recommended Amount	PY 04/05 - Recommended Service Level	Multiplier	PY 04/05 Total Recommended Amount	PY 04/05 - Recommende Service Level
11	Ingleside Community Center	$70,949	20	$3,547	OMI	81.72	0.335385	**$70,949**	**24**	0.207508	**$54,990**	**18**	0.108876	**$28,852**	**10**
8	Youth Chance H.S., Embarcadero YMCA	$122,802	25	$4,912	ALL FOUR	81.43	0.334223	**$97,585**	**26**	0.206789	**$54,799**	**14**	0.108498	**$28,752**	**8**
1	Young Scholars Program	$134,583	83	$1,621	BVHP	80.50	0.330392	**$96,466**	**59**	0.204418	**$54,171**	**33**	0.107255	**$28,422**	**18**
9	Asian Neighborhood Design *	$150,000	30	$5,000	ALL FOUR	77.88				0.197774	**$52,410**	**11**	0.103768	**$27,499**	**5**
10	Family Restoration House	$103,294	119	$868	BVHP	72.27				0.183511	**$48,630**	**56**	0.096285	**$25,516**	**29**
2	Inner City Youths	$56,063	30	$1,869	OMI	66.50							0.088602	**$23,479**	**13**
3	Young Community Developers	$262,045	40	$6,551	ALL FOUR	63.83							0.085049	**$22,538**	**4**
5	Arab Cultural and Community Center	$66,000	60	$1,100	OMI	63.67							0.084827	**$22,479**	**20**
4	Northern California Service League	$89,326	22	$4,060	ALL FOUR	62.50							0.083272	**$22,067**	**5**
6	Urban Services YMCA/BVHP Community Beacon	$217,468	75	$2,900	BVHP	53.67							0.071503	**$18,948**	**7**
7	Infusion-One	$50,000	25	$2,000	BVHP	46.58							0.062066	**$16,447**	**8**
		$1,322,530	529	$2,500		243.65		**$265,000**	109	393.80	**$265,000**	133	750.55	**$265,000**	127

* AND - Awarded funds through the February 27, 2004 RFP in the amount of $81,303

FINAL SERVICE LEVELS WILL BE NEGOTIATED

07/22/04

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Young Scholars Program **PROP.#:** 1

A. Program Design 40 34.67

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 25.50

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 13.83

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 6.50

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 80.50

COMMENTS:

Proposal seems to have limited support mechanisms to provide for a more comprehensive youth program; however, support systems and linkages to SFUSD and colleges strengthen the programs' educational services and performance outcomes.

Proposal requested over 30% of total funds for Administrative Costs. This is a bit too high.

Proposal thin on evidence of case management, linkages to employers and employment services.

Proposal appears to have a strong adult and parental involvement towards the youth's success.

Good proposal overall.

979

PRIVATE INDUSTRY COUNCIL
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RECEIVED
JUL 12 2004
1

PROGRAM SUMMARY

1. Proponent: Young Scholars Program Prop. # ______
Address: 1551 Newcomb Ave. # 102 Date: ______
San Francisco, ZIP Code: 94124

2. Director: Ms. Jacqueline Rushing Phone #: 415-920-5072

3. Total Amount Being Requested $134,582.79

4. Proposed # of Youth to be served: 83

Please summarize the overall design and intent of the program in the space provided below.

They will be, What They See!
With the violence, drop-out rates, arrest, and low performance in school steadily increasing among our urban youth, those of us with a social conscience must reach out to our youth in order to help them become healthy and confident, secure in their personal and racial identities, resilient, and resistant, in a society where they are too often incessantly devalued because of their social status and/or ethnicity.
The Young Scholars Program seeks to be the community social conscience agency that will bring hope to our youth. We, as one parent put it, are *a beacon of light in a storm of violence.* Our scholars are often judged by double standards; they all too frequently must come of age in unhealthy communities, with decaying surroundings, increasing crime, and substandard services, and within unhealthy families. They are also burdened, as all contemporary teenagers are, by a glut of media information----from magazines, newspapers, advertisers, song lyrics, movies, and TV---that purports to tell them about the social world and their place in it. Of increasing concern is the fact, the way our scholars make sense of their lives and determine who they are, is shaped by the images that the media project. Our children are receiving less and less direct attention from parents. The costs of decline in parental focus are particularly high for our scholars, who need all the adult guidance and support they can get in understanding how to overcome the obstacles they face.
All the components of *The Help Our Children, Help Themselves* Project will imbue our youth with a sense of mission and purpose, strengthen by spiritual beliefs and made vibrant by unshakable hope. With the help of adult mentors, a skilled professionals, and business/ community support, our scholars will receive both psychological strength and social knowledge.

The *Help Our Children, Help Themselves* project is an extension of an already very successful Young Scholars Program. The project adds new components such as after school Homework and Tutorial Center, a male mentoring component, Media Literacy/Video Production, and Desk Top Publishing with the goals of increasing student's work related skills, and an outlet for them to turn negative images of at-risk youth in the media into positive images, and a job development/business partnership program, while providing necessary funding to increase the number of scholars we actively serve and to maintain and improve our college preparation services.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Inner City Youth **PROP.#:** 2

A. Program Design 40 27.50

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 16.67

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 16.00

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 6.33

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 66.50

COMMENTS:

Proposal seems to have budget discrepancies in staffing and leveraged funding. Organizational chart identifies staffing, however, it was not in the budget and narrative.

Responses to some parts of the proposal were left out which resulted in the proposal not receiving additional points.

Review Team 07.15.04

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PROGRAM SUMMARY

1. Proponent: Inner City Youth — Prop. #:
   Address: 111 Broad Street — Date:
   San Francisco, CA — ZIP Code: 94112
2. Director: Michael L. Brown — Phone #: 415-587-4099
3. Total Amount Being Requested $56,063
4. Proposed # of Youth to be served: 30

Please summarize the overall design and intent of the program in the space provided below.

ICY Employment Plus Plan Program is designed to provide youth effective and comprehensive services to improve educational and skill competencies; and effective connections to employers, and other youth programs and services available in the community. The ICY Employment Plus Program will target 30 youth and young adults, ages 14 – 21, who are considered at-risk, out-of-school youth, foster children, teen parents, and hard to serve in Oceanview, Merced, and Ingleside (OMI) Districts. A comprehensive assessment will be administered to review basic and occupational skills, prior work experience, and academic skill levels. The results of the assessment will determine the participant's individualized service plan. The primary goal is to provide participants with an opportunity to complete not only their secondary education, but also to obtain employment.

ICY focus for the WIA youth programs emphasizes five main areas: 1) Education, 2) Personal and Social Development, 3) Employment Connection, 4) Training Program and Internships – Work experience, and 5) Follow-up services.

ICY utilizes a comprehensive educational training and service approach from admissions to educational certification, from work experience to job training, and from job placement to follow-up. ICY conducts its own vocational training programs in Building Maintenance, Computer Graphics, Computerized Office Management, Clerical Records Management and Bookkeeping. Basic skills in reading, writing, and mathematics are integrated into the curriculum for all training programs.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Young Community Developers **PROP.#:** 3

A. Program Design 40 27.83

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 13.67

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 14.66

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 7.67

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 63.83

COMMENTS:

Proposal seems to limit services to youth 19 –21 which are eligible for adult services.

Page 2 of PIC Form 121 missing, made it difficult to determine numbers to be served in each of the WIA Youth Program elements, projected outcomes, entry requirements, etc.

Program designed around occupational skills training in CATV-Telecommunications or Customer Service – Retail. Good employer demand documentation included, but from out of San Francisco employers (work may still be in SF). Structured program within that model; only referral offered for youth not interested in CATV or Retail. Parental involvement through open houses. Good assessment and youth leadership through peer supervision.

Proposal did not respond to question related to coordination with One Stop System.

Proposal thin on evidence of past performance and did not respond to specific question about effectiveness serving youth.

$5,450 requested for staff mileage and indirect costs are budgeted but not allowed. A "training fee" is budgeted that seems to be a performance based subcontract that could reduce contract cost.

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SF PIC Proposal – Out of School Older Youth – 7/12/04
A. Proposal Summary form (PIC 121)

PROGRAM SUMMARY

1. Proponent: Young Community Developers, Inc. – SF Prop #
   Address: 1715 Yosemite Avenue Date
   San Francisco, CA 94124 ZIP Code: 94124
2. Director: Vivian Warren (Interim Executive Director) Phone #: (415) 822-3491
3. Total Amount Being Requested: $262,045.23
4. Proposed # of Youth to be served: 40

In today's social arena, employment is appearing to be an illusive commodity particularly for disenfranchised communities. Facilitating change for productive, self-sufficient environments is the ultimate concern of Young Community Developers. Young Community Developers identifies new horizons in which program efforts are being directed toward development of human potential inherent in residents and families residing in Bayview Hunters Point, Sunnydale, OMI and Western Addition.

Our mission is to design strategies to empower youth and adults and to create thought-provoking solutions, which will result in economically stable environments for the entire community. The imperative of the next decade is to create a "work ready" applicant pool by providing progressive and innovative programs that truly impact and facilitate change. The neighborhood milieu of high unemployment, general absence of well being and seeming lack of opportunity, dictates a critical necessity for the development of a systematic programming reform. Reform of this nature mandates a process change in institutional behavior with regard to the diverse communities being served. This includes creating and fostering client sophistication that highlights the need for new approaches by which employment and training are developed.

This program is a unique collaborative effort between Young Community Developers, Inc (YCD) & Henkels & McCoy Training Services (H&M). YCD has been a successful long term Youth services provider in San Francisco and now brings a private sector employer who has a nationally recognized youth training program to San Francisco. With a commitment to youth, service, and the City of San Francisco we propose our TechBridge training program.

YCD is proposing two separate Occupational Skills training programs that will be offered to Older Out of School (19-21) Youth, who reside in the Bayview-Hunters Point, Sunnydale, OMI and the Western Addition communities. We will provide outreach and recruitment to older youth throughout the city who meet all the WIA/SF-PIC eligibility requirements and experience multiple barriers to employment. We will provide Eligibility Determination and Assessment services to determine Basic Skills level and through a series of guided interviews we determine aptitude and interest.

Our training models focus on three major areas, Educational Enhancement, Work Readiness, and Occupational Skills to meet Demand Occupations. H&M uses an instructor led combination of interactive/prescriptive software and Study Skills training to raise each student's math and/or reading scores. Our goal is to help them earn a GED (if needed) and to become Workplace Literate.

We also use a Work Readiness program that trains people to exceed employer expectations. To that we add the development of a personal portfolio. Next we offer two specific training models – TechBridge-iT, which prepares our Older Youth to enter the CATV-Telecommunications trades, and TechBridge-R, which helps youth get ready for careers in Customer Service and Retail. We then provide placement assistance and make sure every student has the opportunity to enter a career ladder at a livable wage.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Northern California Service League **PROP.#:** 4

A. Program Design 40 22.67

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 18.50

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 12.33

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 9

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 62.5

COMMENTS:

Services for youth involved in justice system provided across from Hall of Justice.

Program seems to be limited to 40 hours of intensive workshop provided only two days per month.

Program has office in and strong linkage to the 3120 One Stop. For non-incarcerated youth, academic support by referral only. Proponent will provide GED classes in jail.

Services beyond the intensive workshop are unclear; most WIA Youth elements are provided by referral without MOU or budget.

Costs seem high for amount of services provided.

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PROGRAM SUMMARY

1. Proponent: Northern California Service League Prop. #
Address: 28 Boardman Place Date:
San Francisco, CA ZIP Code: 94103
2. Director: Shirley Melnicoe Phone #: 415 863-2323
3. Total Amount Being Requested .... $ 89,326
4. Proposed # of Youth to be served: 22

Please summarize the overall design and intent of the program in the space provided below.

Founded in 1948 by the late California Supreme Court Justice Raymond Peters, the Northern California Service League (NCSL) has helped society by giving hope to those who need it most. For 56 years, NCSL has been dedicated to providing extensive rehabilitative and social services to persons who have been involved with the criminal justice system. NCSL's mission is to reduce crime through programs that help offenders and ex-offenders become responsible citizens.

NCSL is proposing to provide our Awakening New Futures Life Skills Training and Job Readiness Program to eligible youth 18-21. The intensive 40-hour workshop, initially designed for high school dropouts, has been very effective with ex-offenders and ex-addicts and has proven extremely successful as psychological barriers and negative pasts are addressed along with self-esteem, communication, motivation, goal setting, conflict resolution, and the fundamentals on how to identify educational goals as well as appropriate careers/employment and lastly, how to get and keep a job.

NCSL is located across from the Hall of Justice in a very "neutral" area which means we will be able to serve youth from all four targeted neighborhoods. We are also open to working with youth at the Youth guidance Center. In addition, NCSL will actively recruit eligible youths from Pre-Trial Diversion, the Public Defenders Office, Drug Court, Proposition 36, and Juvenile Probation as well as from community based organizations.

NCSL is proposing to provide a holistic approach to assisting our clients. We will provide Awakening New Futures Life Skills to all clients and will introduce them to the concepts of health realization to empower the youth by helping them to develop insight, wisdom and healthy functioning in order for them to have hope and aspirations for productive and happy lives.

NCSL is proposing to serve 22 youths and to successfully place 15 (68%) in vocational training, school, or employment.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Arab Cultural and Community Center **PROP.#:** 5

A. Program Design 40 27.5

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 17.17

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 12.67

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 6.33

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 63.67

COMMENTS:

Reviewers stated that for Section B of the proposal narrative, many of the responses were vague or did not include requested information.

There were discrepancies in the budget and the budget narrative.

Reviewers stated that in Section C of the proposal narrative, the responses did explain how services were going to be provided or how goals accomplished.

Program seemed thin in employer linkages and individualized case management services.

The information provided on the PIC 121 conflicts with the information provided in the Program Elements grid.

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PROGRAM SUMMARY

1. Proponent: Arab Cultural and Community Center

Address: 2 Plaza Avenue
San Francisco, CA ZIP Code: 94116

2. Director: Abeer N. Rafidi Phone #: (415) 664-2657

3. Total Amount Being Requested .... $ 66,000

4. Proposed # of Youth to be served: 60

Please summarize the overall design and intent of the program in the space provided below.

ACCC seeks to introduce a new element (a sub-program) within our already existing Youth Services program which will be focused on both academic enrichment and job skill- attainment in the OMI Excelsior (94112) neighborhood.
The proposed program seeks to augment employment readiness with the existing services in neighborhoods not currently served. The goal is to ensure that immigrant and low-income youth who are challenged by language, math and science literacy would stay in and graduate from school, acquire job preparation skills.

The Program is designed to serve youth in academic empowerment and job preparation sessions that would run once a week in two-hour long sessions.
The sessions would focus on helping students improve their writing and communication skills, academic skills, as well as computer and job search skills. By partnering with on-site at OMI Beacon, the program would ensure the support of the program and availability of needed resources such as a computer lab. By utilizing existing programs such as One Stop centers as well as the Wellness programs, the program would ensure the availability of academic and counseling support as well as links to job resources. From ACCC location as well as other locations, students and their families will also have the benefit of the support of ACCC resources, staff support, and participation in other program elements such as cultural empowerment, recreational activities helping them feel empowered and driven to succeed.

ACCC Youth Services, currently funded by the Department of Children, Youth and Their Families (since 2001) includes after-school homework assistance sessions with one on one tutoring, as well as a Youth Cultural Empowerment Program from three locations, namely Galileo High School, Yemeni Immigrant Association (Tenderloin), and Mission High School. In addition, ACCC provided academic counseling, resume workshops, and job mentoring by allowing students to intern on location to gain hands on work skills. Youth from all ethnic backgrounds enroll and benefit from ACCC Youth Services.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Urban Services YMCA/Bayview Community Beacon **PROP.#:** 6

A. Program Design 40 20.50

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 13.17

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 12.83

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 7.17

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 53.67

COMMENTS:

Reviewers stated that responses to many of the questions in the proposal narrative were too vague.

Proponent did not respond at all to some of the narrative's questions, resulting in them not receiving additional points.

Proponent did not score well on the Program Elements grid.

Unclear as to what youth services the Beacon will provide and what the proponent will provide.

Budget discrepancies.

Program appears thin in providing the needed individualized case management services.

Program lacks employer linkages.

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PROGRAM SUMMARY

1. Proponent: Urban Services YMCA / BVHP Community Beacon
Address: 1195 Hudson Avenue, Room #107
San Francisco, CA ZIP Code: 94124

2. Director: Wesley "Chip" Rich / Kyra K. Worthy Phone #: (415) 292-3023

3. Total Amount Being Requested $217,467.81

4. Proposed # of Youth to be served: 75

Please summarize the overall design and intent of the program in the space provided below.

The BVHP Community Beacon Center is located in the Bayview Hunter's Point district of San Francisco. With a dream to provide educational resources to BVHP youth and students the BVHP Community Beacon Center established a mission "To prepare young men and women to set and achieve high academic, social and artistic goals, and to provide a supportive space to receive tutoring, guidance counseling, and exposure to higher education and rewarding career opportunities."

The BVHP Community Beacon Center offers a multitude of services which it harneses all its activities into one comprehensive model for success. The mission is accomplished by providing quality college preparatory services including academic tutoring and tracking, SAT preparatory workshops, mentoring, academic and college counseling, and completing college applications and financial aid documents.

The Beacon Center targets neighborhood youth, middle school and high school students, particularly those who have not been high achievers in the past. The BVHP Community Beacon Center introduces the youth to activities that they would not normally be exposed to. The intention of the BVHP Community Beacon Center programs are to have each student to improve their academic skills and earn acceptance in the greater society by what they have achieved not by where they are from. To assist with these goals, the BVHP Community Beacon Centeris guided by the Director, Kyra K. Worthy, Site Manager, 2 Case Managers, Youth Council Advisor, and 8 tutors; in conjunction with the Youth Council Board, Youth Program Committee and Parent Advisory Council. Additionally, the tutoring centers are staffed by certified teacher from SFUSD.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Infusion-One **PROP.#:** 7

A. Program Design 40 17.58

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 11.5

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 11.67

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 5.83

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 46.58

COMMENTS:

The program has good ideas but delivery of services is not clearly explained.

Some parts of the RFP are left out and the whole proposal is not very organized.

Program has good intentions and good youth development elements but doesn't seem to tie those things together well.

This proposal did poorly due to the confusing structure of its narrative and the lack of detail or incomplete answers to the specific questions.

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PROGRAM SUMMARY

1. Proponent: Infusion-One Prop. #

   Address: 1307 Evan Avenue Date:

   San Francisco ZIP Code: 94124

2. Director: Theron L. Jones I Phone #: (415) 641-1704

3. Total Amount Being Requested $50,000.00

4. Proposed # of Youth to be served: 25

Please summarize the overall design and intent of the program in the space provided below.

Infusion-One is submitting this RFP to continue providing services to youth in the Bayview Hunters Point community (94124), which we have, served for ten (10) plus years now. Our Youth Leadership Development Program will primarily focus on six (6) core areas; Library Research, Public Speaking, Event Planning, Civic and Voter Education, Peer Mentoring/Tutoring and College Preparedness. Through these areas we will provide a positive learning and working experience, while simultaneously preparing our clients for entry into a job readiness program or direct employment by referring them to our community partners, One Stop San Francisco Southeast Center and Young Community Developers. Our program will include basic and advance training in all areas, individually tailored to meet the need of each individual client. All clients will be required to be enrolled in a high school or equivalent program and maintain a minimum of a C grade (2.00) in all classes. If grade requirement is not maintained, partnering with the school/program client will be referred to the proper resources (after school program, tutoring, etc.) to achieve minimum grade requirement. Clients will receive basic to advance college preparedness services to enable them to use the resources of their school (e.g. teachers, paraprofessionals, etc.), community and home to enable them to achieve the desired academic success. Ultimately increasing client's capacity to navigate and succeed in the school system, as well as developing skills necessary to enter the college environment. Special workshops concentrating on the college application process covering the process from personal statement to financial aid. Information will be provided concerning various scholarships and other financial aid that is available. Provide continue support to ensure students maintain academic and financial requirements to continue in college once there. Clients with collaborating partners, City College of San Francisco and Kaiser Permanente will develop, plan and facilitate the 4th Annual Bay Area Male Empowerment Summit (BAMES). Clients will be trained in Peer Mentoring/Tutoring and through established partnerships with Charles Drew Elementary School and Twenty First Century Academy serve as mentors/tutors in the after school program for 3rd to 6th graders. The Community Action Board (CAB) an ongoing project of the Youth Leadership Development Program will actively engage our clients in various local governmental agencies through attending and interacting at assigned meeting. No cost to clients.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Youth Chance High School/Embarcadero YMCA **PROP.#:** 8

A. Program Design 40 30.43

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 23.67

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 17.33

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 10

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 81.43

COMMENTS:

Proposal refers to an evaluation but does not discuss the outcomes achieved, how they were defined, and how performance was measured.

This proposal was very clear in its program design and how it would serve the specific target group. There was some question as to its follow up procedures.

The program clearly connects education, employment, and career aspirations in an organized and deliberate way.

Proposal has a strong ability to meet the youth development outcomes of this RFP.

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PROGRAM SUMMARY

1. Proponent: Youth Chance H.S.,Embarcadero YMCA Prop. #
Address: 169 Steuart Street Date:
San Francisco, CA ZIP Code: 94105

2. Director: Spencer Tolliver Phone #: 415-614-0900

3. Total Amount Being Requested $122,802

4. Proposed # of Youth to be served: 25

Please summarize the overall design and intent of the program in the space provided below.

Youth Chance High School is a non-tuition private alternative school opearted as a program of the Embarcadero YMCA. We strive to support youth between the ages of 15 and 24 in their efforts to become educated, independent, productive members of the community. Youth who for various reasons fail to succeed in the traditional and alternative public school systems are given the necessary tools to attain their GED or high school diplomas and go on to full-time employment or enter a post-secondary educational institution.

The school places an emphasis on five key areas of youth development:
Education - Basic skills and literacy, GED or CA High School Proficiency exam (CHSPE) preparation, and/or attainment of High School diploma.
Life Skills - Personal growth and development, interpersonal development and communication, independent living skills, financial management.
Career Development - College or Vocational School preparation, Employment Readiness Training.
Mental & Emotional Health and Support.
Health and Fitness.

It is the school's philosophy that through the attainment of these goals, our students will graduate with the fundamental skills necessary to thrive in a complex society. We believe in teaching the "whole" student rather than just teaching academic subjects. This type of student-teacher involvement provides for the close attention and support essential for our students to succeed.

The Youth Chance High School curriculum, approach and strategies are grounded in the Youth Development model. Each year,our staff participates in YMCA-specific youth development initiatives that provide a forty-hour series of seminars culminating in youth development certification. Because of our history, we are completely aligned with the WISF Board's emphasis on attainment of a high school diploma or equivalent as essential to the successful transition of youth to the work force. Youth Chance High School was origingally founded 25 years ago as a youth work experience program. However, it was soon discovered that participants, mostly high school dropouts, lacked the basic academic and life skills necessary to secure and maintain employment. Thus the educational component was added. With the support of this grant, we propose to serve more youth from Bayview/Hunters Point, Sunnydale, Oceanview/Merced/Ingleside and Western Addition areas.

Our approach has and continues to be collaborative with other complementary youth serving community agencies.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Asian Neighborhood Design **PROP.#:** 9

A. Program Design 40 31.38

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 20.17

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 16.83

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 9.5

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 77.88

COMMENTS:

Proposed program ties career, training, and employment together but could do more with the educational part.

Refers only to funding guidelines rather than program goals, could be much stronger.

Program does a lot of good things particularly around training. Could have better connections to education and offer more actual employment.

This proposal was well written but lacked some important details, which lowered the score.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

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9

PROGRAM SUMMARY

Prop. #:
Date:

1. Proponent: Asian Neighborhood Design
   Address: 1182 Market Street, Suite 300
   San Francisco, CA 94102
   ZIP Code: 94102
2. Director: Grant Din
   Phone #: (415) 593-0423
3. Total Amount Being Requested $150,000
4. Proposed # of Youth to be served: 30

Please summarize the overall design and intent of the program in the space provided below.

A.N.D. provides classroom and hands-on training in the construction fields to approximately 80 participants a year in three 14 week training cycles. The first 2 weeks of the program cover such life skills as financial literacy, negotiating the judicial system, anger management, employee rights, health & hygiene, social skills, citizenship, alcohol/substance abuse awareness and prevention, and interviewing skills. Students participate in workshops, focus groups, and presentations by a variety of guest speakers. Thereafter, A.N.D. continues to teach life skills every Friday, placing a strong emphasis on team building and self-esteem building. We also offer one-on-one tutoring in math and English to those students who are studying for their GED. Participants without a high school diploma or equivalency attend San Francisco Community College-Southeastern in the mornings Monday-Thursday, and attend the construction training class in the afternoon. Starting the 3rd week, Monday through Thursday includes classroom instruction, hands-on construction training, and exposure to guest speakers from the local unions and construction industry. Participants learn construction math, theory, how to read a blue print, tool identification and proper use, job-site safety, and the hard skills needed to be a carpenter. Each trainee receives exposure to four areas of the construction industry: general carpentry, cement masonry, drywall installation, and iron work. Participants then choose one specific trade to specialize in and are taught by journeyman-level instructors in that field. Upon completion of the program, the student is indentured into the union specific to the trade chosen. The starting apprenticeship wage in the Northern California Carpeters Union, which 74% of our most recent graduating class was indentured into, is $18.75. Following graduation, participants are provided with referrals and job placement. The program staff provides support services up to two year after the program completion.

The intent of the program is to provide comprehensive construction/employment training to at-risk youth and adults to help them attain and maintain self-sufficiency. Our program philosophy is based on the idea of providing holistic services. In our 27 years of working with young adults and youth, we realize it is not enough to give someone job training and place him or her in a job. Over the course of 14 weeks, we instill a positive work ethic and inculcate upon the participants the need to maintain employment and manage their lives in such a way as to remain self-sufficient. Life skills play an important part in providing the person with tools to make healthy decisions. Our job-training program provides the additional support to ensure that our clients are able to attain long-lasting self-sufficiency.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: **Family Restoration House** **PROP.#:** 10

A. Program Design 40 28.27

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 19.83

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 16

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 8.17

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 72.27

COMMENTS:

Although elements of education, employment, and career are present, these 3 things are not tied together. Program seems to introduce the 3 things to youth and expect for the connection to be implied.

Have some questions about their experience and the feasibility of being able to serve 119 youth.

This proposal was strong in its first section. Section B lacked specific information or left out important answers. The budget was unclear in certain specifics.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

FILED
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10

PROGRAM SUMMARY

1. Proponent: Family Restoration House Prop. #
Address: 870 Innes Ave Date
San Francisco, CA ZIP Code: 94124

2. Director: Gary W. Banks Phone #: (415) 647-2912

3. Total Amount Being Requested $103,294

4. Proposed # of Youth to be served: 119

Please summarize the overall design and intent of the program in the space provided below.

Family Restoration House's youth programs are both preventative and responsive to the needs of the youth of San Francisco. FRH's youth programs address the needs of the community to close gaps in basic and occupational skills. This is accomplished through the facilitation of proven existing programs and the introduction of a new program.

X-CELL@WORK
The X-CELL @WORK Club is our unique life skills/mentoring program for youth and young adults ages 14 -21. It is FRH's year round onsite youth development and enrichment program and is designed to give participants a healthy sense of identity; the ability to envision their futures as successful people; enhance and strengthen their self-esteem; and help them develop a respect for self and others. Job Readiness and Life Skills discussions and workshops are complemented with experiential activity.
RESTORE YOUTH EMPLOYMENT INSTITUTE prepares youth for successful employment via three programs. Basic Job Training (BaJoT), provides instructor led job readiness and basic skills training. "Ready, Set, Work" (RSW) is another work readiness training program done in a seminar format with follow up case management.. FRH will perform follow up site visits to make certain that it is a rich experience.

Below are forecast and and more program characteristics.

PROGRAM	TARGET POPULATION	# PARTICIPANTS/YR
X-CELL@W	Bayview Hunters Point	50
RYEI-		
BaJoT	Bayview Hunters Point	24
RSW	Bayview/ Hunters Point	45
TOTAL PROGRAM PARTICIPANTS		119

All of the above programs are based on a case management approach and deliberately attempt to solidify mentoring relationships. It is also the intention of FRH to leverage collaborations and outsourcing opportunities to provide seamless "wrap around" services to youth. Our youth need opportunities to learn, to grow and to succeed. We are pleased to submit this proposal to PIC to help our youth achieve and restore our communities... one family at a time!

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
WORKFORCE INVESTMENT ACT - YOUTH PROGRAMS
SUPPLEMENTAL YOUTH RFP

PROPONENT: Ingleside Community Center **PROP.#:** 11

A. Program Design 40 33.72

1. Emphasis on High School Completion/Employment Preparation/Entering Post-Secondary education.
2. Alignment with Youth Council's Strategic Priorities and the Workforce Investment Act.
3. Incorporation of Youth Development Principles.
4. Consistency with Workforce Investment Act's program design requirements
5. Neighborhood-based
6. Youth/Parental/Adult Involvement
7. Evidence of, or a willingness, to coordinate with the One Stop system

B. Organization and Coordination 30 21.5

1. Evidence of providing culturally competent services
2. Leveraging other funds for program
3. Ability to provide comprehensive services through formal relationships with other providers
4. Evidence of success serving the targeted population

C. Services to Priority Population 20 17

1. Alignment with Youth Council's recommended services to the targeted neighborhoods: Bayview (Zip code 94124), Sunnydale (Zip code 94134), OMI - Oceanview, Merced, Ingleside (Zip code 94112), Western Addition (Zip code 94115)
2. Ability to recruit priority population
3. Neighborhood-based
4. Evidence of providing services to the targeted neighborhood population

D. Administration and Financial Management 10 9.5

1. Prior experiences in managing public and private grants
2. Program evaluation
3. Participant record keeping

TOTAL 81.72

COMMENTS:

Proposal did not indicate how outcomes were determined or how performance was measured. Refers only to funding guidelines rather than program goals, could be much stronger.

Experienced program staff and a great deal of experience running youth programs. Strong connection to the One Stop System.

An overall strong proposal that did come up short in some details. This kept the score lower than it might have been.

PRIVATE INDUSTRY COUNCIL
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employment
opportunities

PROGRAM SUMMARY

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1. Proponent: Ingleside Community Center
Prop #:

Address: 1345 Ocean Avenue
Date:

San Francisco, California
ZIP Code: 94112

2. Director: Monique Martin, Executive Director
Phone #: 415-587-5513

3. Total Amount Being Requested $70,949.42

4. Proposed # of Youth to be served: 20

Please summarize the overall design and intent of the program in the space provided below.

Ingleside Community Center (ICC) is an 18-year-old non-profit organization serving the Ingleside/OMI neighborhood. The proposed WIA-One Stop Development Center Program will provide in-school youth and out-of-school young adults a learning and employment preparational experience, for the fifth (5) consecutive year. ICC's program services will include the following:

- Initial testing, assessment and learning plan preparation for each participant
- After school tutoring, job training, job placement and case management services
- Computer lab access and training in multi-media web page and web site design
- Out-of-school support programs for GED preparation and SAT/STAR preparations
- Student transportation incentives through a monthly MUNI Fast Pass
- Regular performance monitoring and quarterly learning evaluations
- In-house access to the One Stop employment information system

The program budget was intentionally divided into (2) sections for this RFP to reflect the in-school and out-of-school proposed expenditures for the contract. Our services to the students and their families are free of charge. The proposed activities for the WIA Title 1B RFP will serve a group of 20 low-income youths between the ages of 14-21 who are at-risk, from diverse ethnic backgrounds and whom all reside within the Ingleside/OMI community.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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DRAFT MINUTES OF THE
THURSDAY, JULY 29, 2004 MEETING OF THE
YOUTH COUNCIL OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

The meeting was held at 1650 Mission St, Classrooms 2&3, San Francisco, California 94103.

PRESENT:
Ann Cochrane, Margaret Donahue, Glenn Eagleson, Elizabeth Jackson-Simpson, Dana Serleth, Kar Yin Tham, Spencer Tolliver, and Vivian Turner

PIC STAFF:
Alfredo Fajardo, Glenda Gutierrez, Irene Kaufman, Robert Schwab, David Taylor, Evie Valle

PUBLIC:
Amy Skistimas (JACS), Mark R. Fenn (Asian Neighborhood Design), Raymond Guo (Coron. C. Exploring Leadership), John Nauer (Young Community Developers), Jackie Rushing (Young Scholars Program), E. Richmond (Young Scholars Program), Monique Martin (Ingleside Community Center), _____ Medley (Ingleside Community Center), G.W. Banks (Family Restoration House), G. Brown (ICY), Orlando Torriente (YO!SF Mendell), Mike (youth, YO!SF Mendell), Charles (youth, YO!SF Mendell)

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Chair Cochrane convened the meeting at 4:15 pm with a quorum present.

Motion to adopt the agenda
Motion to adopt the agenda was made by Margret Donahue and seconded by Dana Serleth.
Ayes: Ann Cochrane (Chair), Margaret Donahue, Glenn Eagleson, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham, Spencer Tolliver, Vivian Turner
Nays: None
Abstentions: None
Motion Passed.

Item 2: Adoption of Youth Council Minutes from the Meeting Held on June 17, 2004 (*Action Item*)
Motion was made by Viviann Turner and seconded by Margret Donahue to adopt the Youth Council minutes from the meeting held on June 17, 2004.
Ayes: Ann Cochrane (Chair), Margaret Donahue, Glenn Eagleson, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham, Spencer Tolliver, Vivian Turner
Nays: None
Abstentions: None
Motion Passed.

Item 3: Recommendations for PY04-06 Youth Service Request for Proposals Solicitation for Services to Youth Residing in the Bayview-Hunters Point, Oceanview-Merced-Ingleside, Sunnydale and Western Addition neighborhoods (*Discussion and Action Item*)
Ann Cochrane summarized the packet before the Youth Council members. There had been 11 proponent proposals received, and 11 were reviewed. PIC staff had provided the Council members with three potential funding recommendations.

Robert Schwab gave a brief background on the proposal process: There had been $265,000 directed from the One-Stop system and set aside for capacity building for a supplemental youth services RFP directed to the Bayview-Hunters Point, Oceanview-Merced-Ingleside (OMI), Sunnydale and Western Addition neighborhoods. There had been six reviewers from a variety of agencies: the Department of Human Services, the Bayview-Hunters Point Foundation, a YO site Manager and the Japanese Community Youth Council. Reviewers were divided into teams of 3 each, with a PIC Contract Administrator assigned to assist each team. The Contract Administrator did not score the proposals that were submitted. Table 1 was then reviewed for the benefit of the Youth Council members, with an explanation as to how the calculations were delivered for proposed Option A, Option B, and Option C. In the opinion of the PIC staff, Option A was the more viable option in terms of the ability to provide quality services to the youth being served, and supported an investment in neighborhoods public testimony had voiced concern form, minus Sunnydale and Western Addition. The cut off point between the three options was based on the breaks occurring in total scores given to proposals, as well as the different services levels between each other.

Public Testimony
Jackie Rushing (Young Scholars) – Please note that her organization serves all four of the neighborhoods targeted in this RFP

John Nauer (Young Community Developers) – There were no reviewers from the private sector or employers. He thought there was a need to provide assistance to youth 19-21. His recommendation was that is was best to give the funds to the top three proponents, and asked if there had been any background given to the reviewers as part of this process.

Mark Fenn (Asian Neighborhood Design) – Encouraged a Voted for Option B. In his program, 100% of the Bayview youth are now working, and he has received over 500 applications from the four targeted communities.

Elizabeth Rich (Parent, Young Scholars) – If Asian Neighborhood Design gets additional funding, they will receive more funding than Ingleside Community Center, the proponent with the highest score. Her recommendation was that Option A be selected.

Gary Banks (Family Restoration House) – They are located in the Bayview-Hunters Point and are serving youth daily. He is more inclined to push for Option C; that would be a way to collaborate with other agencies.

Monique Martin (Ingleside Community Center) – Thanked the Council for the opportunity to apply again. Was saddened by the competition among follows for these dollars and fled that Option C would be the “easy way out” in an effort to make everyone happy. She requested the means to collaborate with and received training for the CBOs.

Mark Fenn (Asian Neighborhood Design) – For the record, his group’s funding was reduced by 25% from last year.

Motion was made by Margret Donahue and seconded by Liz Jackson-Simpson to adopt Option A for PY04-06 Youth Service Request for Proposals Solicitation for Services to Youth Residing in the Bayview-Hunters Point, Oceanview-Merced-Ingleside, Sunnydale and Western Addition neighborhoods
Ayes: Ann Cochrane (Chair), Margaret Donahue, Glenn Eagleson, Liz Jackson-Simpson, Dana Serleth, Kar Yin Tham
Nays: None
Abstentions: Spencer Tolliver and Vivian Turner
Motion Passed.

Items for Discussion:

- How do we invite people interested in the youth Council, and how do we select people to fill seats as they become vacated?

There are currently 10 open seats, and we can go up to 23. But want to be thoughtful and deliberate about addressing some "strategic holes".

- Is there an attendance policy? That is, can a certain number of meetings being missed lead to being asked to step down from the Council?

- Defining the role of youth on the Council – creating a 'buddy system' with Youth Council members?

Encourage youth from subcontractors to participate as well?
Has a survey been conducted on how well the Youth Council is doing its job?
Create a job description to help market the Youth Council?

- Need to create a matrix to reflect the Youth Council of the 'Strategic Plan'

- Ann has examined the by-laws of the WIB to see how they invite new members, and there is nothing there. Youth Council makes a nomination to the Chair of the WIB for a person to be on the Council, and the appointment at that junction is relatively *pro forma*.

Item 4. Future agenda items
Full discussion on membership requirements and some expectations of members: Focus on timeframe and process for bringing on new members; youth participation (Glenn Eagleson offered to work on the 'youth piece' with assistance from Kar Yin Tham and Margret Donahue)

A matrix of the strategic plan: what do we have and what is missing? (Ann Cochrane to bring possible tools to use to the next meeting)

Youth Council Institute: what do they have to offer and how the SF Youth Council can participate in that?

Assessments and Customer Satisfaction Survey

Partnership with the One Stop System with an eye to incorporating youth in that system (have a joint One Stop operators/center managers and service providers meeting)

Where is the Youth Opportunity program in terms of sustainability? And how can the Youth Council help?

Motion to adjourn meeting
Motion was made by Dana Serleth and seconded by Margret Donahue to adjourn the meeting.

Meeting was adjourned at 5:20 pm.

The next meeting is scheduled for Thursday, September 23, 2004.

All written material distributed at the meeting is posted on the Private Industry Council's website, www.picsf.org, and incorporated by reference herein.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

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Location Confirmed

Date:	Thursday, September 23, 2004
Time:	4:00 p.m. – 6:00 p.m.
Location:	**Van Ness Plaza** **1650 Mission Street, 2nd Floor** **Classrooms 4 and 5** **San Francisco, CA 94103**

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

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(Chapter 67 of the San Francisco Administrative Code)

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us
The Sunshine Ordinance is also available online at: www.sfgov.org/bdsupvrs/sunshine.htm

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If you require special accommodation due to a disability, contact Roberta Fazande at least 72 hours in advance at 415-923-4265,TDD 800-735-2929 (CRS) or rfazande@picsf.org

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Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Govemmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: sfgov.org/ethics.

Issued: Tuesday, September 21, 2004

745 Franklin Street, Suite 200 • San Francisco, CA 94102-3228
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www.picsf.org • e-mail: 411@picsf.org

1650 Mission Street, Suite 300 • San Francisco, CA 94103-2490
Telephone 415.431.8700 • Fax 415.431-8702
TDD 800.735.2929 (CRS)

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, SEPTEMBER 23, 2004

ITEM	PRESENTER	TIME
1. Adoption of the Agenda *(Action Item)*	Ann Cochrane	1 min.
2. Adoption of Youth Council Minutes from the Meeting Held on July 29, 2004 (*Action Item*)	A. Cochrane	5 min.
3. Youth Council Membership (*Discussion and Possible Action Item*)	A. Cochrane	30 min.
4. Youth Council Institute: What do they offer and how can SF Youth Council participate? (*Discussion and Possible Action Item*)	Margret Donahue Glenn Eagleson	20 min.
5. Follow-up to the Allies Dialogue/Ed De Jesus Meeting of September 22 (*Discussion and Possible Action Item*)	G. Eagleson	10 min.
6. Update on YO!SF (*Discussion Item*)	Glenda Gutierrez	30 min.
7. Mayor's Children, Youth Arts & Education Team update (Discussion Item)	Liz Jackson-Simpson M. Donahue Robert Schwab	20 min.
8. Future Agenda Items (Discussion Item)	A. Cochrane	5 min.
9. Adjournment *(Action Item)*	A. Cochrane	1 min.

Public Testimony will be allowed for each agenda item at the time that item is discussed.

WORKFORCE INVESTMENT SAN FRANCISCO
YOUTH COUNCIL MEMBERS

Name	Title & Organization	Position
Ann Cochrane *Youth Council Chair*	Executive Director, SF Conservation Corps	Member of WIB and Youth Services Agency
Kimberly Cousin	Vice President, Government Relations, Wells Fargo	Private Sector
Margret Donahue	Director, Legislative & Gov't Affairs, SF Dept. of Human Services	Human Services Agency
Glenn Eagleson	Planner & Policy Analyst SF Dept of Children, Youth & their Families	Public Youth Services Agency
Lora Gay	Pacific-Western Regional Director, Women in Community Service	Youth Services Agency
Elizabeth Jackson-Simpson	Director, Community Program Division, SF Juvenile Probation Dept.	Juvenile Justice Agency
Linda Rosel	Rehabilitation Supervisor CA Dept. of Rehabilitation	Rehabilitation Agency
Dana Serleth	President & CEO Every Child Can Learn Fdn	Member of WIB and Public Education Agency
Spencer Tolliver	Principal, Youth Chance High School	Private Education Agency
Kar Yin Tham	Exec. Director, Lavender Youth Recreation & Information Center	Youth Services Agency
Barbara Thompson	Consultant, Community Relations	Parent of eligible youth
Vivian Turner	Sr. Program Director, Enterprise for High School Students	Youth Services Agency
Vacant		Local Housing Authority
Vacant		Job Corps
Vacant		Individuals, including former participants & members who represent organizations that have experience relating to youth activities.

WORKFORCE INVESTMENT ACT
Youth Council Requirements

(Excerpt from the **Federal Register**/vol. 65, No. 156/Friday, August 11, 2000/Rules and Regulations)

§ 661.335 **What is a youth council, and what is its relationship to the Local Board?**

(a) A youth council must be established as a subgroup within each Local Board.
(b) The membership of each youth council must Include:
    1) Members of the Local Board, such as educators, which may include special education personnel, employers, and representatives of human service agencies, who have special interest of expertise in youth policy;
    2) Members who represent service agencies, such as juvenile justice and local law enforcement agencies;
    3) Members who represent local public housing authorities;
    4) Parents of eligible youth seeking assistance under subtitle B of title I of WIA;
    5) Individuals, including former participants, and members who represent organizations, that have experience relating to youth activities; and
    6) Members who represent the Job Corps, if a Job Corps Center is located in the local area represented by the council.
(c) Youth councils may include other individuals, who the chair of the Local Board, in cooperation with the chief elected official, determines to be appropriate.
(d) Members of the Youth Council who are not members of the Local Board must be voting members of the youth council and nonvoting members of the Local Board.

§ 661.340 **What are the responsibilities of the youth council?**

The youth council is responsible for:

(a) Coordinating youth activities in a local area;
(b) Developing portions of the local plan related to eligible youth, as determined by the chairperson of the Local Board;
(c) Recommending eligible youth service providers in accordance with WIA section 123, subject to the approval of the Local Board;
(d) Conducting oversight with respect to eligible providers of youth activities in the local area, subject to the approval of the Local Board; and
(e) Carrying out other duties, as authorized by the chairperson of the Local Board, such as establishing linkages with educational and other youth entities.

Workforce Investment San Francisco Board
Bylaws

5.5 Youth Council

This committee shall have a chairperson who is a Member of the LWIB and shall include a Staff person as a *non-voting* member. The membership of the committee shall be not less than fifteen (15) and not more than twenty-nine (29). The Youth Council shall be appointed by the LWIB in cooperation with the CLEO…

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Thursday, November 4, 2004
Time: 4:00 p.m. – 6:00 p.m.
Location: 1650 Mission St, 2nd fl, clsrm 2 & 3
San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

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Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us
The Sunshine Ordinance is also available online at: www.sfgov.org/bdsupvrs/sunshine.htm

Other accommodations

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Issued: Thursday, October 28, 2004

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TDD 800.735.2929 (CRS)

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, NOVEMBER 4, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on June 29, 2004 and September 23, 2004 (*Action Item*)*
3. Review of Youth Council Strategic Priorities (*Discussion and Possible Action Item*)*
4. Youth Council Membership/Youth Participation (*Discussion and Possible Action Item*)*
5. Youth Council Institute: What do they offer and how can SF Youth Council participate? (*Discussion and Possible Action Item*)
6. Report Back on Joint One-Stop Operator – Youth Provider' meeting (*Discussion and Possible Action Item*)
7. Update on YO!SF (DOL Quarterly meeting in SF) (*Discussion*)
8. Mayor's Children, Youth Arts & Education Team update (*Discussion and Possible Action Item*)
9. Youth Council Calendar for Remainder of 2004 (*Discussion and Possible Action Item*)
10. Future Agenda Items *(Discussion Item)*
11. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

YOUTH COUNCIL

STRATEGIC PRIORITIES

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework: [1]

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;
- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
- competency and mastery

---

[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

* health
* personal/social
* knowledge
* reasoning and creativity
* vocation
* citizenship

Basic Youth Development Principles
Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the WIA 10 elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Adult Support/caring and knowledgeable Adults
Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations
Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative forms of learning
Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic approach
Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as resources
Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation quality
Programs clearly work better when they are thought through and well managed.

Follow-up Services
Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:

Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:

To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.
III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.
IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.
V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.
VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

WORKFORCE INVESTMENT SAN FRANCISCO
YOUTH COUNCIL MEMBERS

Name	Title & organization	Position
Ann Cochrane *Youth Council Chair*	Executive Director, San Francisco Conservation Corps	Member of WIB and Youth Services Agency
Kimberly Cousin	Vice President, Government Relations, Wells Fargo	Private Sector
Margret Donahue	Director, Legislative & Government Affairs, S.F. Department of Human Services	Human Services Agency
Glenn Eagelson	Planner & Policy Analyst, S.F. Department of Children, Youth & Their Families	Public Youth Services Agency
Lora Gay	Women in Community Service	Youth Services Agency
Elizabeth Jackson-Simpson	Director, Community Program Division, San Francisco Juvenile Probation Department	Juvenile Justice Agency
Linda Rosel	Rehabilitation Supervisor, California Department of Rehabilitation	Rehabilitation Agency
Dana Serleth	President & CEO, Every Child Can Learn Foundation	Member of WIB and Public Education Agency
Spencer Tolliver	Principal, Youth Chance High School	Private Education Agency
Kar Yin Tham	Executive Director, Lavendar Youth Recreation & Information Center (LYRIC)	Youth Services Agency
Barbara Thompson	Consultant, Community Relations	Parent of eligible youth
Vivian Turner	Senior Program Director, Enterprise for High School Students	Youth Services Agency
VACANT		LOCAL HOUSING AUTHORITY
VACANT		JOB CORPS
VACANT		Individuals, including former participant & members who represent organization that have experience relating to youth activities.

09/09/04

WORKFORCE INVESTMENT ACT
Youth Council Requirements

(Excerpt from the **Federal Register**/vol. 65, No. 156/Friday, August 11, 2000/Rules and Regulations)

§ 661.335 **What is a youth council, and what is its relationship to the Local Board?**

(a) A youth council must be established as a subgroup within each Local Board.

(b) The membership of each youth council must Include:

  1) Members of the Local Board, such as educators, which may include special education personnel, employers, and representatives of human service agencies, who have special interest of expertise in youth policy;
  2) Members who represent service agencies, such as juvenile justice and local law enforcement agencies;
  3) Members who represent local public housing authorities;
  4) Parents of eligible youth seeking assistance under subtitle B of title I of WIA;
  5) Individuals, including former participants, and members who represent organizations, that have experience relating to youth activities; and
  6) Members who represent the Job Corps, if a Job Corps Center is located in the local area represented by the council.

(c) Youth councils may include other individuals, who the chair of the Local Board, in cooperation with the chief elected official, determines to be appropriate.

(d) Members of the Youth Council who are not members of the Local Board must be voting members of the youth council and nonvoting members of the Local Board.

§ 661.340 **What are the responsibilities of the youth council?**

The youth council is responsible for:

(a) Coordinating youth activities in a local area;

(b) Developing portions of the local plan related to eligible youth, as determined by the chairperson of the Local Board;

(c) Recommending eligible youth service providers in accordance with WIA section 123, subject to the approval of the Local Board;

(d) Conducting oversight with respect to eligible providers of youth activities in the local area, subject to the approval of the Local Board; and

(e) Carrying out other duties, as authorized by the chairperson of the Local Board, such as establishing linkages with educational and other youth entities.

Workforce Investment San Francisco Board
Bylaws

5.5 Youth Council

This committee shall have a chairperson who is a Member of the LWIB and shall include a Staff person as a *non-voting* member. The membership of the committee shall be not less than fifteen (15) and not more than twenty-nine (29). The Youth Council shall be appointed by the LWIB in cooperation with the CLEO…

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date:	Thursday, December 2, 2004
Time:	4:00 p.m. – 6:00 p.m.
Location:	1650 Mission St, 2nd fl, clsrm 2 & 3 San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

AGENDA APPEARS ON THE REVERSE SIDE

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us
The Sunshine Ordinance is also available online at: www.sfgov.org/bdsupvrs/sunshine.htm

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Issued: Monday, November 22, 2004

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TDD 800.735.2929 (CRS)

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, DECEMBER 2, 2004

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on July 29, 2004, September 23 and November 4, 2004* (*Action Item*)
3. Removal from Youth Council Membership Policy (*Discussion and Possible Action Item*)
4. Removal from Youth Council of Members Not in Compliance with Attendance Policy (*Discussion and Possible Action Item*)*
5. New Youth Council Member Nominations (*Discussion and Possible Action Item*)
6. Youth Council Youth Participation (*Discussion and Possible Action Item*)
7. Youth Council Institute: What do they offer and how can the SF Youth Council participate? (*Discussion*)
8. Youth Council Calendar for 2005 (*Discussion and Possible Action Item*)*
9. Future Agenda Items *(Discussion Item)*
10. Adjournment *(Action Item)*

Public Testimony will be allowed for each agenda item at the time that item is discussed.

*Information enclosed.

WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

BYLAWS
of
Workforce Investment San Francisco Board

February 1, 2001
(Amended April 11, 2001)
(Amended November 20, 2002)
(Amended April 21, 2004)
(Amended October 20, 2004)

EXCERPT

3.0 Membership of the Certified Local Workforce Investment Board

3.8 Removal from membership

Any Member may be recommended for removal from membership by a vote of two-thirds of the Members present and voting, provided that there is a quorum present and that the notice of the meeting at which the vote is taken included this action on the agenda.

Reasons for removal may include failure to attend at least half of the regularly scheduled meetings of the LWIB during a twelve-month year (February 1 – January 31), or a failure to attend three (3) consecutive meetings.

Once the LWIB has voted in favor of a recommendation to remove a Member, the following procedures shall be followed:

a. A notice shall be sent by prepaid first class or registered mail to the most recent address of the Member, as shown on the LWIB's records, setting forth the action to be taken, the reasons for the action, and the date, time and place of the hearing provided for in this section. Such notice shall be sent at least fifteen (15) days before the proposed effective date of termination.

b. The Member proposed for removal shall be given an opportunity to be heard, either orally or written, at a hearing to be held not fewer than five (5) days before the effective date of the proposed termination. The hearing will be held before the LWIB.

c. Following the hearing, the LWIB shall decide whether or not the Member should be removed. The decision of the LWIB shall be final.

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TDD 800.735.2929 (CRS)

Workforce Investment San Francisco
Youth Council
2005 Meeting Dates*

Thursday, January 27, 2005

4:00 p.m. – 6:00 p.m.

Thursday, February 24, 2005

4:00 p.m. – 6:00 p.m.

Thursday, March 24, 2005

4:00 p.m. – 6:00 p.m.

Tuesday, April 28, 2005

4:00 p.m. – 6:00 p.m.

Thursday, May 26 2005

4:00 p.m. – 6:00 p.m.

Thursday, June 23, 2005

4:00 p.m. – 6:00 p.m.

Thursday, July 28, 2005

4:00 p.m. – 6:00 p.m.

Thursday, August 25, 2005

4:00 p.m. – 6:00 p.m.

Thursday, September 22, 2005

4:00 p.m. – 6:00 p.m.

Thursday, October 27, 2005

4:00 p.m. – 6:00 p.m.

Thursday, November 17, 2005

4:00 p.m. – 6:00 p.m.

Thursday, December 22, 2005

4:00 p.m. – 6:00 p.m.

Location TBD

*Dates and locations are subject to change. Please refer to www.picsf.org for most recent updates.

Rev. 11/22/04

WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

Cancellation Notice

The Youth Council meeting scheduled for December 23, 2004 has been cancelled.

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The next meeting is
January 20, 2005
4:00 PM to 6:00 PM
The meeting location will be determined at a later date.

Thank you for your attention to this matter.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

CANCELLATION NOTICE

Youth Council meeting
scheduled for Thursday,
January 20, 2005
is cancelled.

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The next scheduled meeting is
February 24, 2005
from 4:00 p.m. to 6:00 p.m.

Thank you and please visit
www.picsf.org for meeting
updates and other information.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

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Date:	Wednesday, February 16, 2005
Time:	4:00 p.m. – 6:00 p.m.
Location:	1650 Mission St, 2nd Fl, Clsrm 4 & 5 San Francisco CA, 94103

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(Chapter 67 of the San Francisco Administrative Code)

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
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Issued: Wednesday, February 9, 2005

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
WEDNESDAY, FEBRUARY 16, 2005

1. Adoption of the Agenda *(Action Item)*
2. Adoption of Youth Council Minutes from the Meeting Held on December 2, 2004* (*Action Item*)
3. State of Youth Council and Youth Council Staffing (Discussion Item)
4. Youth Council Communication to Mayor's Office (Discussion Item)
5. WIA 1B Youth Subcontractor Evaluation and Funding Renewal Process* (Discussion and Possible Action Item)
6. Youth Opportunity Transition and Asset Transfer (Discussion and Possible Action Item)
7. Youth Council Meeting Calendar through June 30, 2005* (Discussion and Possible Action Item)
8. Future Agenda Items (Discussion Item)
9. Adjournment (Action Item)

Public Testimony will be allowed for each agenda item at the time that the item is discussed.

*Information enclosed.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating
employment
opportunities

MEMORANDUM

TO: WISF YOUTH COUNCIL **DATE:** FEBRUARY 9, 2005

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: PIC STAFF FUNDING RECOMMENDATIONS FOR WIA TITLE 1B AND 1D SUBCONTRACTORS, PY 2003-2004 (AGENDA ITEM 5)

ACTION REQUESTED

Review the attached materials and provide input on the process and criteria for the award of Workforce Investment Act (WIA) youth services funding for the program year beginning July 2005.

BACKGROUND

Following completion of its planning process, the Workforce Investment San Francisco (WISF) Board adopted the Youth Council's Strategic Priorities on January 14, 2004. Those Strategic Priorities and their system vision, system conditions, youth development principles, mission and purpose, and primary and supportive strategies formed the basis of service provider solicitations that took the form of requests for proposals (RFP) issued on February 22, 2004 and June 22, 2004. As a result of those solicitations, 53 proposals were received and 23 proponents were awarded funding with one-year contracts beginning July 1, 2004.

The Youth Council is responsible for recommending competitively procured providers of youth services to the WISF Board on an annual basis. The Youth Council may:

(a) request the issuance of a new RFP;
(b) renew some or all existing contracts;
(c) recommend funding for eligible RFP proponents that were not funded last year,

or some combination of these approaches. Typically, in the first year after issuing a RFP, existing subcontractors are awarded renewal funding on the basis of first year performance.

The last time the Youth Council undertook this process was the spring of 2003. At that time, the Council adopted a process that guaranteed 75% of the prior year's funding level to each of the existing subcontractors that were considered to be in good standing, with the balance of available funds awarded on the basis of performance. A good standing definition was adopted to limit funds to only those subcontractors that had met a minimum enrollment level to ensure that second year funds were not awarded to an organization that had failed to create a viable program by the third quarter.

At that same time the Youth Council also adopted a performance analysis process that awarded funds based on achievement of service level goals and program outcomes, on such factors as staff development, participation in coalitions and collaborations, service to high-risk youth, connections to schools, as well as on successful implementation of the WIA Youth Program Elements.

Expressed in terms of actual performance measurement, 50% of the performance analysis value was given to contractual goal attainment, 20% to capacity building and service to high-risk youth, and 30% to implementation of the WIA Title 1B Youth Development Program elements. The instrument used in 2003 to evaluate subcontractor performance is included as Attachment 1.

To adjust for organizations new to the complexities of WIA program and reporting requirements, the Council adopted 'good standing' criteria for WIA 1B subcontractors that required attainment of 30% of planned annual goals by 3/31/2003 for on-going subcontractors and 20% for new subcontractors. The Youth Council also agreed that the performance evaluation period should be based on the most current two quarters of performance for new subcontractors.

STRATEGIC CONSIDERATIONS

As noted above, since undertaking this last renewal funding process, the Youth Council has adopted a set of strategic priorities and related primary and supportive strategies which placed greater emphasis on:

(a) incorporating youth development principles in program design;
(b) targeting youth most in need of these services;
(c) HS graduation or certification as a minimum performance expectation; and
(d) the support of a comprehensive a comprehensive youth services system and neighborhood-based youth centers.

Some of these factors were not considered in evaluating subcontractors in 2003.

The cost of managing a large number of subcontracts comes at the expense of direct services. Last year, the PIC was forced to eliminate 10 positions from its budget that resulted in the loss of two Contract Administrators assigned to youth contracts. Since the PIC once again faces the possibility of a budget shortfall beginning in July 2005, the Youth Council should be mindful of the relative cost of service delivery through management of a large number of contracts. Coupled with this concern is the issue of economy of scale and its relationship to program effectiveness. A very small level of funding to subcontractors may not allow for the development of a viable program. Funding fewer organizations at a higher level may improve service quality and even services levels, but may also reduce the geographic reach of WIA funded youth programs.

Current contractors are listed on Attachment 2 with award amount and current expenditures, annual service levels, planned and current enrollments and outcome information where available. The Youth Council should note that enrolled youth might be served for long periods of time before outcomes are achieved, and given that in program year (PY) 2004 many new service providers were funded, we do not expect a high level of outcomes to be reported at this point.

Finally, WIA requires that a minimum of 30% of WIA youth dollars be directed to out of school youth. Allocations are typically announced in April of each year but actual funding awards can only be made when that amount is known. However, since current subcontracts expire on June 30, 2005, it is important to be prepared with an evaluation process and actual subcontractor performance information as early as possible to ensure the greatest continuity of youth services.

RECOMMENDATION

Staff recommend that the Youth Council review the previously used subcontractor evaluation process, criteria and methodology for determining award amounts and provide early input for any and all adjustments to the process so that subcontractors can be notified and data collected and analyzed for the subsequent development of PY 2005 youth funding recommendations.

ATTACHMENT 1

Formula

WIA YOUTH PROGRAM PERFORMANCE ANALYSIS

Program Year 2002-2003

Contractor: Contract Amount:	Brief Program Description:
Mission Statement Adopted by the Board of Directors:	

	Q1 – ending 9/30/02			Q2 – ending 12/31/02			Period ending 4/18/03			For Office Use Only - Annualized			Office Use Only	
	Plan	Actual	% of Plan	Plan	Actual	% of Plan	Plan	Actual	% of Plan	Plan	Actual	% of Plan	Weight	Score
Enrollments														
Carry in														
New													30	
Total													~~20~~	
Entered:														
☐ Employment														
☐ Apprenticeship														
☐ Post-Secondary														
☐ L-T Training														
☐ Armed Forces														
Total													10	
Skills Attainment													~~10~~	
Completed: ☐ High School or GED ☐ Approved credential														
Return to School													10	
Avg. Wage at Placement														
Exits														
Funds Leveraged														

ATTACHMENT 1

Staff Turnover. A fundamental principle of WIA Youth Programs is the creation of sustained relationships between youth and caring adults. This continuity is often expressed in the continuity of staff. Of all the staff assigned to this project with WIA or leveraged funds in the past 12 months, what percentage were employed by your organization and assigned to the project on 3/31/03? Please explain any turnover.

(recommended, not weighted)

Staff Development. What training has staff participated in during the contract term to increase their understanding of youth development principles and/or workforce preparedness? How are SCAN competencies supported in the workplace? Please indicate educational credentialing of staff working directly with youth.

(recommended weight of 5)

Coalitions and Collaborations. The WIA envisions a system of continuously improving services linked to other organizations serving youth to ensure every organization is a door into the system. Please describe any formal or informal linkages you have developed with other organizations serving youth and the specific purpose and outcome of that linkage.

(recommended weight of 5)

Formula

WIA YOUTH PROGRAM PERFORMANCE ANALYSIS

Program Year 2002-2003

High-Risk Youth. The WIA currently targets low income and specific populations of youth and the proposed reauthorization may more narrowly target services to the groups listed. Please indicate the number of youth in each of the high-risk categories at time of enrollment in your program:

☐ High School dropout_____ ☐ Foster Care_____ ☐ Juvenile Justice_____ ☐ Homeless_____
☐ With disabilities______ How many other high-risk youth does your program target? Describe the group and their risk factors in detail:

How many other high-risk youth does your program target? Describe the group and their risk factors in detail:

(recommended weight of 5)

Connection to Schools. Research overwhelmingly indicates that completion of high school is the single greatest predictor of success in adult life. Please describe linkage you maintain with schools. Indicate the name and phone number of the SFUSD or other school contact:

(recommended weight of 5)

ATTACHMENT 1

Formula

WIA YOUTH PROGRAM PERFORMANCE ANALYSIS

Program Year 2002-2003

#	Program Elements	**Required Youth Development Program Elements.** Please briefly describe how each of the program elements is provided to youth in your WIA-funded program. If a program element is not offered, indicated, “not offered”. If a program element, or a component of a program element, is provided in-house, you may attach a program description and curriculum where appropriate. If the program element, or a component of a program element, is provided through a partner agency or by referral, identify that organization, describe that linkage and attach a copy of a subcontract, MOU or Letter of Understanding, if available.
1.	☐ Tutoring ☐ Study skills training ☐ Instruction leading to completion of secondary school ☐ Dropout prevention strategies	**(recommended weight of 3)**
2.	Alternative secondary school services	**(recommended weight of 3)**
3.	Summer employment opportunities directly linked to academic and occupational learning	**(recommended weight of 3)**
4.	☐ Paid work experiences ☐ Unpaid work experiences ☐ Internships ☐ Job shadowing	**(recommended weight of 3)**
5.	Occupational skills training	**(recommended weight of 3)**

6.	☐ Leadership development opportunities ☐ Community service ☐ Peer-centered activities encouraging responsibilities	**(recommended weight of 3)**
7.	Supportive services	**(recommended weight of 3)**
8.	Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months	**(recommended weight of 3)**
9.	Follow-up services for not less than 12 months after the completion of participation	**(recommended weight of 3)**
10.	Comprehensive guidance and counseling Drug and alcohol abuse counseling	**(recommended weight of 3)**

WIA 1B YOUTH SUBCONTRACTORS

PROPONENT NAME	Sub-K Award	Actual Expense	% of Expense	Svc Lvl	Planned Enrollment 1/31/05	Actual Enrollment 1/31/05	%	Entered Employment	Entered Advanced Training/Post Secondary Education	Credential / Diploma	Skill Attainment	Total Exit
Asian Neighborhood Design	**$81,303**	$32,040	39%	**16**	11	10	91%	6		9		9
Boys & Girls Clubs of SF	**$86,693**	$26,560	31%	**29**	15	9	60%					
Episcopal Community Services	**$57,842**		0%	**30**	19	17	89%					
Family Service Agency S.F. TAPP	**$90,651**	$19,894	22%	**29**	20	15	75%					
Golden Gate Community, Inc	**$89,049**		0%	**22**	13	10	77%					
Indo-Chinese Housing Dev. Corp.	**$102,336**	$21,599	21%	**62**	30	22	73%					
Ingleside Community Center	**$70,949**	$17,533	25%	**24**	8	3	38%					
International Institute of SF	**$60,000**	$27,265	45%	**25**	23	25	109%				5	
Jewish Vocational Service	**$93,478**	$39,248	42%	**29**	17	15	88%	1		5		11
Larkin Street Youth Services	**$94,138**	$30,474	32%	**29**	16	14	88%	4	1			9
LYRIC-Lavender Youth Recreation & Info.Center	**$91,593**	$32,817	36%	**29**	18	19	106%		1		1	
Mission Hiring Hall, Inc.	**$94,378**	$39,443	42%	**18**	11	19	173%					
Mission Language & Vocational School, Inc.	**$86,646**	$43,735	50%	**23**	23	21	91%	10	13	3		16
Mission Neighborhood Centers/ RAP Coll.	**$92,724**		0%	**35**	25	17	68%					
Renaissance Parents of Success	**$106,482**	$46,185	43%	**28**	28	16	57%	3	1		4	
Rose Resnick Lighthouse for the Blind	**$31,927**	$13,418	42%	**15**	6	6	100%					
San Francisco Sheriff's Department	**$93,666**		0%	**27**	20	13	65%					
SF Learns	**$96,493**	$45,459	47%	**30**	25	22	88%					
The Family School	**$94,420**	$45,643	48%	**29**	15	15	100%	2		2		7
YMCA of SF/Youth Chance High School	**$97,585**		0%	**20**	10		0%					
Young Scholars Program	**$96,466**	$13,868	14%	**30**	22	30	136%					
Committee/Youth Treatment & Education Court	**$85,826**	$32,560	38%	**18**	16	11	69%					
TOTAL	$1,994,645	$527,739	26%	597	391	329	84%	26	16	19	10	52

Cost per participant $3,341.11

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

DOCUMENTS DEPT.
MAR 21 2005
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Date: Thursday, March 24, 2005
Time: 4:00 p.m. – 6:00 p.m.
Location: SF Department of Human Services
170 Otis Street, Born Auditorium
San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at both of the addresses shown below and on the PIC's website, www.picsf.org.

AGENDA APPEARS ON THE REVERSE SIDE

4.59
1/05

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(Chapter 67 of the San Francisco Administrative Code)

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Donna Hall, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: donna_hall@ci.sf.ca.us
The Sunshine Ordinance is also available online at: www.sfgov.org/bdsupvrs/sunshine.htm

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If you require special accommodation due to a disability, contact Roberta Fazande at least 72 hours in advance at 415-923-4265,TDD 800-735-2929 (CRS) or rfazande@picsf.org

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Issued: Thursday, March 17, 2005

745 Franklin Street, Suite 200 • San Francisco, CA 94102-3228
Telephone 415.923.4003 • Fax 415.923-6966
www.picsf.org • e-mail: 411@picsf.org
TDD 800.735.2929 (CRS)

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, MARCH 24, 2005

1. Adoption of the Agenda *(Action Item)*
2. Public Testimony of Agenda Items (Discussion Item)
3. Adoption of Minutes for February 16, 2005 Youth Council meeting *(Action Item)**
4. Update on WIA Formula Youth Program Performance and Expenditures (Discussion Item)**
5. WIA Formula Youth Program Evaluation Process, Criteria, and Tools *(Action Item)***
6. Public Testimony on Non-Agenda Items (Discussion Item)
7. Future Agenda Items (Discussion Item)
8. Adjournment *(Action Item)*

*Information to follow.

**Information enclosed.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

MEMORANDUM

TO: WISF YOUTH COUNCIL **DATE:** MARCH 17, 2005

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: UPDATE ON WIA FORMULA YOUTH PROGRAM PERFORMANCE AND EXPENDITURES (AGENDA ITEM #4)

At your February 16th meeting, the Youth Council, when discussing the design of the future evaluation process, reviewed statistics on the current program year (PY) 2004-2005 youth programs. Some of the performance and expenditure data at the end of January caused concern because it appeared as though a few agencies had no expenditures and no enrollments. Start-up issues and lengthy WIA paperwork procedures accounted for most of the problems.

Attached you will find updated general performance and expenditure data received as of this date. All of the programs have youths certified and enrolled, and we have some expenditure data from all programs. In the past month, staff and the service providers worked very hard to complete and process delinquent paperwork that reflect the services that have been and currently are being provided to youths and the expenses for those services. There is still more catching up to do.

The data in the attached spreadsheet reflect all of the paperwork that PIC has received as of this date for services through February; however, some of it has not been entered into the reporting databases and will not yet be reflected other statistical reports, such as the demographics report. We will continue to work hard to streamline and improve processes, performance, and reporting.

Staff will be present at your March 24th meeting. If you have any questions before the meeting, please contact Alfredo Fajardo, Grant Specialist, at 923-4229.

Attachment

cc: WISF Board Members
WIA Formula-Funded Youth Program Subcontractors

PROPONENT NAME	Sub-K Award	Actual Expense	% of Expense	Svc Lvl 12 mos	Planned Enrollment 2/28/05	Actual Enrollment 2/28/05	%	Entered Employment	Entered Advanced Training/Post Secondary Education	Credential / Diploma	Skill Attainment	Total Exit
Asian Neighborhood Design	**$81,303**	$42,645	52%	**16**	11	10	91%	6		9		9
Boys & Girls Clubs of SF	**$86,693**	$43,669	50%	**29**	15	9	60%					
Episcopal Community Services	**$57,842**	$13,099	23%	**30**	19	17	89%					
Family Service Agency S.F. TAPP	**$90,651**	$30,347	33%	**29**	25	16	64%					
Golden Gate Community, Inc	**$89,049**	$38,275	43%	**22**	13	12	92%			1		1
Indo-Chinese Housing Dev. Corp.	**$102,336**	$25,305	25%	**62**	35	25	71%					
Ingleside Community Center	**$70,949**	$26,386	37%	**24**	10	9	90%				1	2
International Institute of SF	**$60,000**	$37,436	62%	**25**	23	27	117%			3	9	12
Jewish Vocational Service	**$93,478**	$46,648	50%	**29**	20	23	115%	1		5		12
Larkin Street Youth Services	**$94,138**	$47,591	51%	**29**	20	16	80%	4	1			10
LYRIC-Lavender Youth Recreation & Info.Center	**$91,593**	$53,851	59%	**29**	23	22	96%	1	5		1	9
Mission Hiring Hall, Inc.	**$94,378**	$54,886	58%	**18**	13	21	162%					
Mission Language & Vocational School, Inc.	**$86,646**	$57,876	67%	**23**	23	21	91%	14	15	3		19
Mission Neighborhood Centers/ RAP Coll.	**$92,724**	$49,526	53%	**35**	25	17	68%					
Renaissance Parents of Success	**$106,482**	$71,363	67%	**28**	28	16	57%	3	1		4	
Rose Resnick Lighthouse for the Blind	**$31,927**	$16,606	52%	**15**	8	7	88%					
San Francisco Sheriff's Department	**$93,666**	$23,788	25%	**27**	20	17	85%					
SF Learns	**$96,493**	$45,459	47%	**25**	25	22	88%					
The Family School	**$94,420**	$60,397	64%	**29**	18	18	100%	4	5	2		10
YMCA of SF/Youth Chance High School	**$97,585**	$9,759	10%	**20**	15	10	67%					
Young Scholars Program	**$96,466**	$35,263	37%	**30**	30	30	100%					
Committee/Youth Treatment & Education Court	**$85,826**	$47,898	56%	**18**	17	11	65%					
TOTAL	**$1,994,645**	$878,075	44%	**592**	**436**	**376**	**86%**	33	27	23	15	**84**

Cost per participant $3,369.33

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

MEMORANDUM

TO: WISF YOUTH COUNCIL **DATE:** MARCH 17, 2005

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: WIA FORMULA YOUTH PROGRAM EVALUATION PROCESS, CRITERIA AND TOOLS (AGENDA ITEM #5)

ACTION REQUESTED

The Youth Council is asked to approve an evaluation process, criteria, and tools to be used for awarding Workforce Investment Act (WIA) formula youth funds for the program year (PY) beginning July 1, 2005.

BACKGROUND

At your February 16th meeting, the Youth Council discussed the program year (PY) 2005-2006 youth services funding process. The PIC conducted a new solicitation at the conclusion of the Youth Council's strategic planning process last year and the Youth Council indicated its desire to evaluate existing contractor performance and make PY 05-06 funding recommendations based on that performance analysis. Staff has revised program evaluation tools and is proposing specific performance criteria and values for your consideration. The proposed subcontractor performance measurement focuses on the extent to which the Youth Council's strategic and supportive priorities are being met as well as the attainment of contractual goals. Staff will collect and analyze subcontractor performance based on your adopted criteria and values and with that data, present specific funding recommendations when PY 05-06 local WIA allocations are announced.

The last time the Youth Council undertook this process was the spring of 2003. At that time, the Council adopted a process that guaranteed 75% of the prior year's funding level to each of the existing subcontractors that were considered to be in good standing, with the balance of available funds awarded on the basis of performance. A good standing definition was adopted to limit funds to only those subcontractors that had met a minimum enrollment level to ensure that second year funds were not awarded to an organization that had failed to create a viable program by the third quarter. To adjust for organizations new to the complexities of WIA program and reporting requirements, the Council adopted 'good standing' criteria for WIA 1B subcontractors that required attainment of 30% of planned annual enrollment goals by March 31, 2003 for on-going subcontractors and 20% for new subcontractors.

Fifty percent (50%) of the performance analysis value was given to contractual enrollment goal attainment, 20% to capacity building and service to high-risk youth (self-evaluations), and 30% to implementation of the WIA Title 1B Youth Development Program Elements.

RECOMMENDATIONS

TIME PERIOD, STATISTICAL DATA TO BE EVALUATED, AND DEFINITION OF "GOOD STANDING"

Staff recommends evaluating PY 2004 program data from July 1, 2004 – March 31, 2005. In addition, because outcome data is sparse and a large percentage (78%) of youth enrolled have not exited services, staff recommends evaluating actual versus planned enrollments only. It is recommended that programs which, by March 31, 2005, have reached 75% of their enrollment goal for March be deemed in "good standing" and be eligible to receive a hold harmless amount equal to 50% of their current percentage of the funds awarded. For instance, if a program is currently receiving 5% of the total funds awarded to programs, and achieves 75% of its March enrollment goal, it would receive a baseline amount of 50% of 5% of the total amount of PY 2005 funds awarded to programs. Awards would increase every 5-percentage points as in the table below:

% of March Enrollment Goal Achieved	% of current % of funds to be awarded
75%	50%
80%	55%
85%	60%
90%	65%
95%	70%
100%	75%

Staff believes that using a beginning baseline of 50% leaves sufficient funds to award as an incentive for meeting the Youth Council's strategic and supportive priorities.

PRINCIPLES, CONDITIONS, AND STRATEGIES TO BE EVALUATED AND EVALUATION TOOL

Staff has taken principles, conditions, and strategies from the Youth Council's Strategic Priorities document (Attachment 1), and developed an evaluation tool that can be used to ascertain the extent to which individual programs are meeting the Youth Council's stated priorities. The tool – *Draft 2005 WIA Formula Youth Program Evaluation of Principles, Conditions, and Strategies* is Attachment 2. It contains the seven Basic Youth Development Principles from page two of the Youth Council's Strategic Priorities document, seven of the conditions one would find in a comprehensive youth serving system (numbers 1 – 6, and 8) from page three of the Youth Council's Strategic Priorities document, three Primary Strategies (from page 3) and one Supportive Strategy (from page 4). When analyzing the document, staff found some overlap in the principles, conditions, and strategies, therefore a few were combined in the draft evaluation tool and given additional weight because they were mentioned more than once by the Youth Council as being a priority. Staff recommends using this tool to measure the extent a program is helping the Youth Council meet its strategic and supportive priorities, and assigning it a weight of 90% for award of incentive funds available to programs over and above their baseline amounts.

PROGRAM SELF-EVALUATIONS

Staff recommends using the attached format (Attachment 3) to request a self-evaluation report from programs, and assigning the responses a weight of 10% for award of incentive funds available to programs over and above their baseline amounts. Some sections of the prior self-evaluation form were incorporated in this document. Staff plans to use the part of the former self-evaluation document containing the ten required youth development program elements as a monitoring tool that will also inform the evaluation of the principles, conditions, and strategies.

OTHER CONSIDERATIONS
Staff will provide youth demographics for individual programs (see Attachment 4 for proposed format), and also youth residency by neighborhood zip codes for individual programs for consideration by the Youth Council if so desired. We are revising the demographics report to add foster care youth.

Staff is prepared to make changes to any or all of these criteria and tools at your request, and will be present at your March 24th meeting to discuss them.

Attachments

cc: WISF Board Members
WIA Formula-Funded Youth Program Subcontractors

WORKFORCE INVESTMENT SAN FRANCISCO BOARD YOUTH COUNCIL

STRATEGIC PRIORITIES

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework: [1]

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;
- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
- competency and mastery

---

[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

- * health
- * personal/social
- * knowledge
- * reasoning and creativity
- * vocation
- * citizenship

Basic Youth Development Principles

Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the WIA 10 elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Adult Support/caring and knowledgeable Adults
Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations
Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative forms of learning
Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic approach
Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as resources
Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation quality
Programs clearly work better when they are thought through and well managed.

Follow-up Services
Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:

Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:

To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.
III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.
IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.
V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.
VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

Draft 2005 WIA FORMULA YOUTH PROGRAM EVALUATION OF PRINCIPLES, CONDITIONS, AND STRATEGIES

#	Youth Council Principles (P), Conditions (C), And Strategies (S)	**Youth Council Principles, Conditions, & Strategies.** Please briefly describe the extent to which each of the principles, conditions, and strategies is integrated in or is being met by the WIA formula-funded youth program. If a condition or strategy is not being met by the program, or a youth development principle is not integrated into the program, please explain. (Some programs may focus on educational goals, not employment, and vice versa.) Generally, a *Yes* response would receive a score of 5 for each P, C, and S; *Somewhat* may receive from 1 to 4 for each P, C, and S depending on the circumstances, and a *No* response would receive a 0. Provide succinct explanations for all scores. Total possible is 90.
1.	**Adult Support (P&C)** The program includes caring and knowledgeable adults who are involved in supporting youth to attain goals. ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 10)**
2.	**Structure and Expectations (P)** There are clear and high expectations for youth and effective support so they can attain them. ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
3.	**Creative forms of learning (P)** Learning is engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and that provide effective pathways to finish high school, or move into post secondary training or employment. ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**

4.	**Holistic approach (P, C, S)** Youths are treated holistically. A continuum of care exists that supports all areas of youth development. Program leverages multiple funding streams and provides comprehensive services either itself or with partners. ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 15)**
5.	**Youth as resources (P)** Does the program focus on supporting youth assets, and not on eliminating youth deficits? ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
6.	**Implementation quality (P)** Is the program thought through and well managed? ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
7.	**Follow-up Services (P)** Does the program offer services over a long period of time? ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
8.	**Youth Awareness (C)** Youth are aware of options/services available to them ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**

Draft 2005 WIA FORMULA YOUTH PROGRAM EVALUATION OF PRINCIPLES, CONDITIONS, AND STRATEGIES

9.	**Safety (C)** Environment for learning and services is safe ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
10.	**Networks (C)** Networks of support for youth are available and apparent ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
11.	**Access (C)** Access is present for achieving educational and employment support ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
12.	**Outcomes (C)** Services and support are ongoing and outcome based, not time/age based ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
13.	**Employment Focus (S)** There is a focus on occupational preparation that leads to youth employment and successful transitions ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**

14.	**Education Expectation (S)** There is an emphasis on HS graduation or certification as a minimum performance expectation for youth and the program ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**
15.	**Youth Leadership (S)** Youth are engaged in leadership roles and evaluation functions to assure service design supports a comprehensive youth development system ☐ Yes ☐ Somewhat ☐ No	**(recommended weight of 5)**

Attachment 3

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating
employment
opportunities

DRAFT MEMORANDUM

TO: WIA YOUTH FORMULA SUBCONTRACTORS **DATE:** MARCH 25, 2005

FROM: KAREN HART, VICE PRESIDENT, INDIRECT SERVICES

SUBJECT: SELF-EVALUATION

Pursuant to the Youth Council's approved subcontractor evaluation process and timeline, a self-evaluation for the period July 1, 2004 to March 31, 2005 is due on or before Friday, April 15, 2005. This self-evaluation is one of the evaluation tools that will be used to formulate recommendations for PY 2005 WIA formula youth funds. Please submit, on your agency's letterhead, a succinct program evaluation of no more than four single-sided pages (or two two-sided pages) discussing all relevant programmatic issues you faced during this time period, including the following:

1. **Your Program and Services:**
   Please include a brief description of your program, services, and the target population. Include any staff development activities your program has undertaken. Also describe any formal or informal linkages you have developed with other organizations serving youth and the specific purposes and outcomes of those linkages.
2. **Major Activities and Accomplishments vs. Goals:**
   Discuss your activities, accomplishments, planned program goals and actual performance statistics. If you are not meeting or exceeding the goals, discuss possible reasons and solutions.
3. **Problems:**
   Discuss any problems you encountered in the administration of your program: i.e., timely submittal of required paperwork and/or fiscal documents, staff turnover, certification. List areas of concern for which you would like technical assistance or training workshops.
4. **Success Story**
   Please include one or more success stories. (For confidentiality reasons, do not include last names.)
5. **Other Comments/Suggestions:**
   Include any other comments or suggestions you would like to make regarding the WIA Formula Youth program.

Please submit your self-evaluation to your Contract/Grant Specialist

on or before Friday, April 15, 2005.

745 Franklin Street, Suite 200 • San Francisco, CA 94102-3228
Telephone 415.923.4003 • Fax 415.923-6966
www.picsf.org • e-mail: *411@picsf.org*

Attachment 4

```
REPORT: WIA_SPCS          PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
13:24:38 11 MAR 2005       SELECTED PARTICIPANT CHARACTERISTICS SUMMARY
PAGE: 1                          GRANT : 301 WIA IB YOUTH PROGRAM
                           FOR REPORT PERIOD : 07/01/2004 - 02/28/2005

PROGRAM YEAR 2004
                                                      TOTAL    TOTAL    TOTAL
PARTICIPANT CHARACTERISTICS                        ENROLLED   EXITED EMPLOYED
-----------------------------------------------    --------   ------ --------

A. TOTAL PARTICIPANTS                                  186       20       12
-----------------------------------------------------------------------------
B. GENDER
     FEMALE                                            110       11        7
     MALE                                               76        9        5
-----------------------------------------------------------------------------
C. AGE
     14-18                                             113        9        6
     19-21                                              73       11        6
     22-29                                               0        0        0
     30-44                                               0        0        0
     45-54                                               0        0        0
     55-61                                               0        0        0
     62-64                                               0        0        0
     65 AND OVER                                         0        0        0
-----------------------------------------------------------------------------
D. RACE/ETHNICITY
     AMERICAN INDIAN/ALASKAN NATIVE                      0        0        0
     ASIAN                                              59        6        3
     BLACK/AFRICAN AMERICAN                             79        4        1
     HAWAIIAN NATIVE/OTHER PACIFIC ISLANDER              3        0        0
     WHITE                                               9        3        2
     ETHNICITY HISPANIC OR LATINO                       37        7        6
-----------------------------------------------------------------------------
E. VETERAN STATUS
     TOTAL VETERANS                                      0        0        0
     CAMPAIGN VETERAN                                    0        0        0
     DISABLED VETERAN                                    0        0        0
     RECENTLY SEPARATED VETERAN                          0        0        0
-----------------------------------------------------------------------------
F. LABOR FORCE STATUS
     EMPLOYED                                           18       12       12
     UNEMPLOYED                                        168        8        0
-----------------------------------------------------------------------------
G. PUBLIC ASSISTANCE STATUS
     TEMPORARY ASSISTANCE TO NEEDY FAMILIES(TANF)       21        1        0
     GA/RCA/SSI/SSA                                     26        1        1
     PELL GRANT RECIPIENT                                0        0        0
     FOOD STAMPS                                        25        0        0
-----------------------------------------------------------------------------
H. EDUCATION STATUS
     STUDENT, HIGH SCHOOL OR LESS                       75        2        1
     STUDENT, ATTENDING POST HIGH SCHOOL                 0        0        0
     OUT OF SCHOOL, HIGH SCHOOL DROPOUT                 36        4        3
     OUT OF SCHOOL, HIGH SCHOOL GRADUATE                67       13        7
     POST HIGH SCHOOL                                    8        1        1
       COLLEGE GRADUATE                                  0        0        0
-----------------------------------------------------------------------------
```

Attachment 4

REPORT: WIA_SPCS
13:24:38 11 MAR 2005
PAGE: 2

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.
SELECTED PARTICIPANT CHARACTERISTICS SUMMARY
GRANT : 301 WIA IB YOUTH PROGRAM
FOR REPORT PERIOD : 07/01/2004 - 02/28/2005

PROGRAM YEAR 2004

PARTICIPANT CHARACTERISTICS	TOTAL ENROLLED	TOTAL EXITED	TOTAL EMPLOYED
I. UNEMPLOYMENT INSURANCE STATUS			
UI CLAIMANT	2	0	0
UI EXHAUSTEE	6	0	0
J. BARRIERS TO EMPLOYMENT			
DISABLED	22	0	0
LIMITED ENGLISH PROFICIENCY	3	1	0
SINGLE PARENT	24	2	1
WORKER PROFILING & REEMPLOYMENT SVC REFERRAL	0	0	0
LOW INCOME	185	20	12
DISPLACED HOMEMAKER	0	0	0
OFFENDER	25	1	1
HOMELESS	8	2	2
RUNAWAY YOUTH	0	0	0
PREGNANT/PARENTING YOUTH	29	3	1
YOUTH NEEDING ADDITIONAL ASSISTANCE	55	3	2
BASIC LITERACY SKILLS DEFICIENT	125	15	9
YOUTH ELIGIBLE VIA 5% WINDOW	1	0	0

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Thursday, April 28, 2005
Time: 4:00 p.m. – 6:00 p.m.
Location: SF Department of Human Services
170 Otis Street, Born Auditorium
San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC offices at the address shown below and on the PIC's website: http://www.picsf.org.

AGENDA APPEARS ON THE REVERSE SIDE

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a copy of the City's Sunshine Ordinance or to report a suspected violation, contact:
Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Phone: (415) 554-7724
Fax: (415) 554-5163
Email: sotf@sfgov.org
The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673.

Other Accommodations

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.-
If you require special accommodation due to a disability, contact Roberta Fazande at least 72 hours in advance at 415-923-4265,TDD 800-735-2929 (CRS) or rfazande@picsf.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; website: http://www.sfgov.org/ethics.

Issued: Thursday, April 21, 2005

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TDD 800.735.2929 (CRS)

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
THURSDAY, APRIL 28, 2005

1. Adoption of the Agenda *(Action Item)*
2. Public Testimony of Agenda Items (Discussion Item)
3. Adoption of Minutes from meetings held February 16, 2005 and March 24, 2005 of the Youth Council *(Action Item)**
4. YO!SF Status Update (Discussion Item)*
5. One Stop Youth Demographics Data (Discussion Item)*
6. Public Testimony on Non-Agenda Items (Discussion Item)
7. Future Agenda Items (Discussion Item)
8. Adjournment *(Action Item)*

* Materials to follow

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

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Date: Tuesday, May 24, 2005
Time: 4:00 p.m. – 6:00 p.m.
Location: SF Department of Human Services
170 Otis Street, Born Auditorium
San Francisco CA 94103

Copies of materials may be obtained from and/or reviewed at the PIC office at the address shown below and on the PIC's website, www.picsf.org.

AGENDA APPEARS ON THE REVERSE SIDE

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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Sunshine Ordinance Task Force
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Issued: Wednesday, May 18, 2005

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
TUESDAY, MAY 24, 2005

1. Adoption of the Agenda *(Action Item)*
2. Public Testimony of Agenda Items (Discussion Item)
3. Adoption of Youth Council Minutes from the April 28, 2004 meeting (*Action Item*)**
4. Workforce Investment Act (WIA) Formula Youth Program Evaluations (*Action Item*)*
5. Public Testimony on Non-Agenda Items (Discussion Item)
6. Future Agenda Items (Discussion Item)
7. Adjournment *(Action Item)*

*Information enclosed
**Information to follow

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating
employment
opportunities

MEMORANDUM

TO: WISF YOUTH COUNCIL **DATE:** MAY 18, 2005

FROM: PAMELA S. CALLOWAY, PRESIDENT

SUBJECT: WIA FORMULA YOUTH PROGRAM EVALUATIONS (AGENDA ITEM #4)

ACTION REQUESTED

The Youth Council is asked to review and approve staff's evaluation of Workforce Investment Act (WIA) formula youth subcontractor performance for the period July 1, 2004 through April 30, 2005 (ten months). The Youth Council is also asked to direct staff to prepare detailed expenditure plans based on the evaluation results and apply them to individual PY 2005-2006 contracts after the total amount available for contracts becomes known.

BACKGROUND

At its March 24th meeting, the Youth Council approved an evaluation process, timeline, and tools to be used to distribute formula funds for program year PY 05-06 youth services. The performance measurement process focuses on the extent to which the Youth Council's strategic and supportive priorities are being met, as well as the attainment of contractual enrollment goals. Staff summarized and analyzed subcontractor performance based on your adopted criteria and values and has attached the results for your review and approval.

Since it has not yet been determined how much PY 05-06 funding will be available for youth services contracts, staff asks that you approve the funding formula based on the evaluation results, and authorize staff to apply it to the resource amount when known.

If the Youth Council approves the formula percentages today and the Executive Committee, on June 15th, approves the Youth Council's recommendations and determines the amount of funds available for contracts, staff will be able to begin contract negotiations two weeks before the new program year begins.

EVALUATION RESULTS

Attached for your review is a spreadsheet containing the evaluation results (Table 1). The spreadsheet includes subcontractors' current funding amounts, planned and actual enrollments with percentage of goal achieved, current actual cost per youth served, baseline percentage of funding, and evaluation scores based on staff's assessment and subcontractors' self-evaluations. The subcontractor self-evaluations are also attached for your information and consideration.

PY 2004 enrollments from July 1, 2004 – April 30, 2005 were used to determine programs "in good standing". Programs which, by April 30th, reached 75% of their enrollment goal for April were deemed "in good standing" and are eligible to receive a hold harmless amount equal to 50% of their current percentage of the funds awarded. Awards increase every 5-percentage points as in the table below:

% of April Enrollment Goal Achieved	% of current % of funds to be awarded
75%	50%
80%	55%
85%	60%
90%	65%
95%	70%
100%	75%

Most of the programs achieved 100% of their April enrollment goal. One program, Episcopal Community Services, did not meet the minimum criteria.

In addition to the "good standing" evaluation, staff also considered the extent to which individual programs are meeting the Youth Council's stated priorities. The completed tools *2005 WIA Formula Youth Program Evaluation of Principles, Conditions, and Strategies* are attached. The staff spent a considerable amount of time studying the programs and ensuring that they were fair to all. The attached subcontractor self-evaluation summaries were also included in the evaluation score as a basis for award of incentive funds available to programs over and above their baseline amounts.

ADDITIONAL INFORMATION
Also attached for your information are selected youth demographics and residential zip codes.

Staff will be present at your May 24th meeting. If you have any questions prior to the meeting, please contact Alfredo Fajardo at 923-4229 or Afajardo@picsf.org.

Attachments

cc: WISF Board Members
WIA Formula-Funded Youth Program Subcontractors

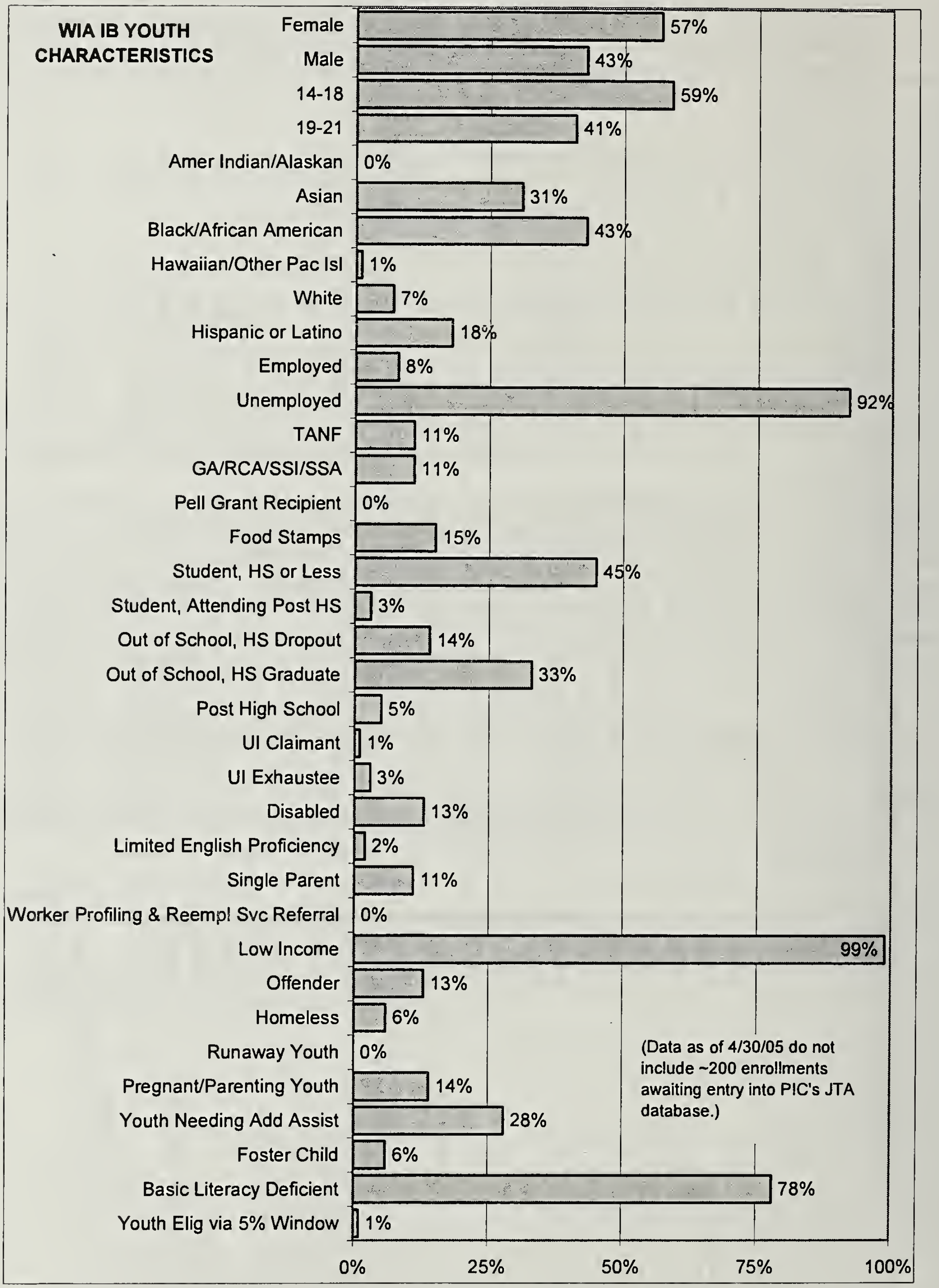
WIA 1B YOUTH SUBCONTRACTORS
PERFORMANCE AND EVALUATION
Report Period July 1, 2004 to April 30, 2005

Table 1

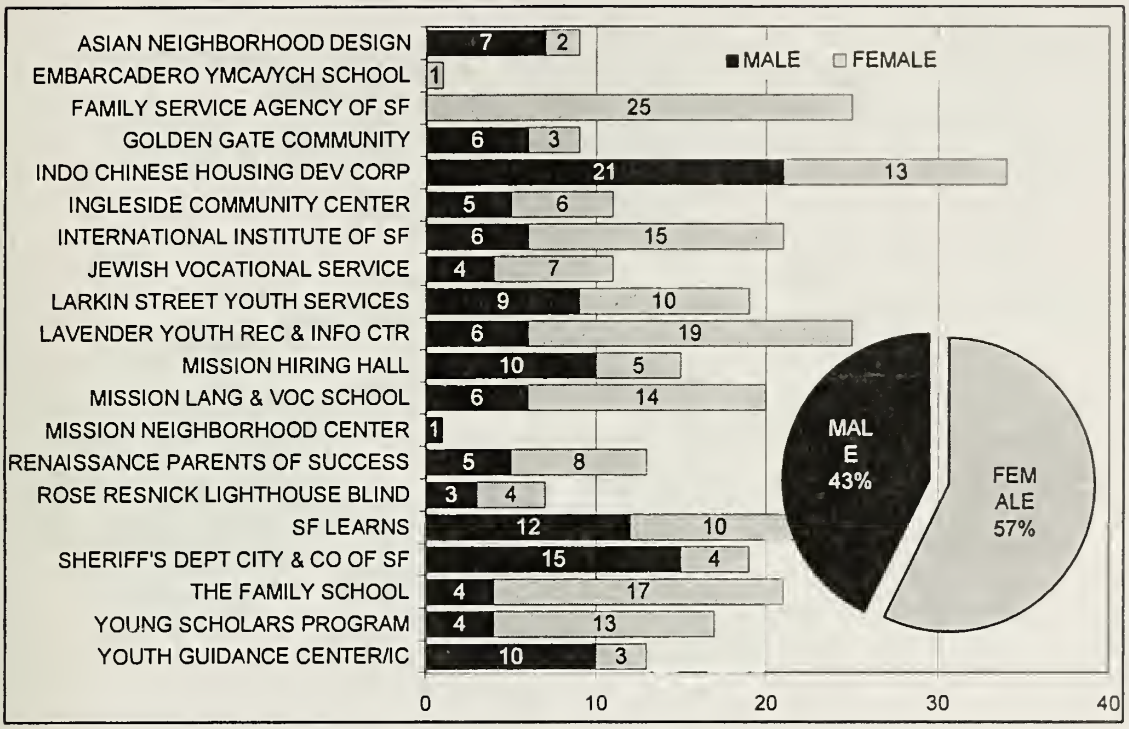
SUBCONTRACTOR	Sub-K Award PY 04-05	Planned Enrollment 4/30/05	Actual Enrollment 4/30/05	%	Actual Cost Per Participant	% of Total $ Amount PY 04-05	% of Base Line Funding	Base Line Funding Amount	Evaluation Score	Evaluation Funding Amount	[Recommended Amount] PY 05-06 Sum of Base Line Funding Amount plus Evaluation Funding Amount	Recommended Service Level
Asian Neighborhood Design	$81,303	16	19	119%	$4,279	4.08%	75%	TBD	93%	TBD	TBD	TBD
Boys & Girls Clubs of SF	$86,693	20	20	100%	$4,335	4.35%	75%	TBD	90%	TBD	TBD	TBD
Episcopal Community Services	$57,842	29	14	48%	$4,132	2.90%	0	$0	0%	$0	$0	0
Family Service Agency S.F. TAPP	$90,651	29	29	100%	$3,126	4.54%	75%	TBD	96%	TBD	TBD	TBD
Golden Gate Community, Inc	$89,049	18	18	100%	$4,947	4.46%	75%	TBD	94%	TBD	TBD	TBD
Indo-Chinese Housing Dev. Corp.	$102,336	45	45	100%	$2,274	5.13%	75%	TBD	96%	TBD	TBD	TBD
Ingleside Community Center	$70,949	16	18	113%	$3,942	3.56%	75%	TBD	88%	TBD	TBD	TBD
International Institute of SF	$60,000	23	23	100%	$2,609	3.01%	75%	TBD	96%	TBD	TBD	TBD
Jewish Vocational Service	$93,478	24	23	96%	$4,064	4.69%	70%	TBD	93%	TBD	TBD	TBD
Larkin Street Youth Services	$94,138	25	25	100%	$3,766	4.72%	75%	TBD	96%	TBD	TBD	TBD
LYRIC-Lavender Youth Recreation & Info.Center	$91,593	28	33	118%	$2,776	4.59%	75%	TBD	93%	TBD	TBD	TBD
Mission Hiring Hall, Inc.	$94,378	18	21	117%	$4,494	4.73%	75%	TBD	91%	TBD	TBD	TBD
Mission Language & Vocational School, Inc.	$86,646	23	23	100%	$3,767	4.34%	75%	TBD	96%	TBD	TBD	TBD
Mission Neighborhood Centers/ RAP Coll.	$92,724	30	33	110%	$2,810	4.65%	75%	TBD	90%	TBD	TBD	TBD
Renaissance Parents of Success	$106,482	28	28	100%	$3,803	5.34%	75%	TBD	95%	TBD	TBD	TBD
Rose Resnick Lighthouse for the Blind	$31,927	9	9	100%	$3,547	1.60%	75%	TBD	96%	TBD	TBD	TBD
San Francisco Sheriff's Department	$93,666	25	24	96%	$3,903	4.70%	70%	TBD	93%	TBD	TBD	TBD
SF Learns	$96,493	25	24	96%	$4,021	4.84%	70%	TBD	91%	TBD	TBD	TBD
The Family School	$94,420	26	26	100%	$3,632	4.73%	75%	TBD	95%	TBD	TBD	TBD
YMCA of SF/Youth Chance High School	$97,585	17	16	94%	$6,099	4.89%	70%	TBD	93%	TBD	TBD	TBD
Young Scholars Program	$96,466	30	30	100%	$3,216	4.84%	75%	TBD	93%	TBD	TBD	TBD
Youth Guidance Center Improvement Committee/Youth Treatment & Education Court	$85,826	18	20	111%	$4,291	4.30%	75%	TBD	92%	TBD	TBD	TBD
TOTAL	$1,994,645	522	521	99.8%	$3,828	100%		TBD	1960%	TBD	TBD	TBD

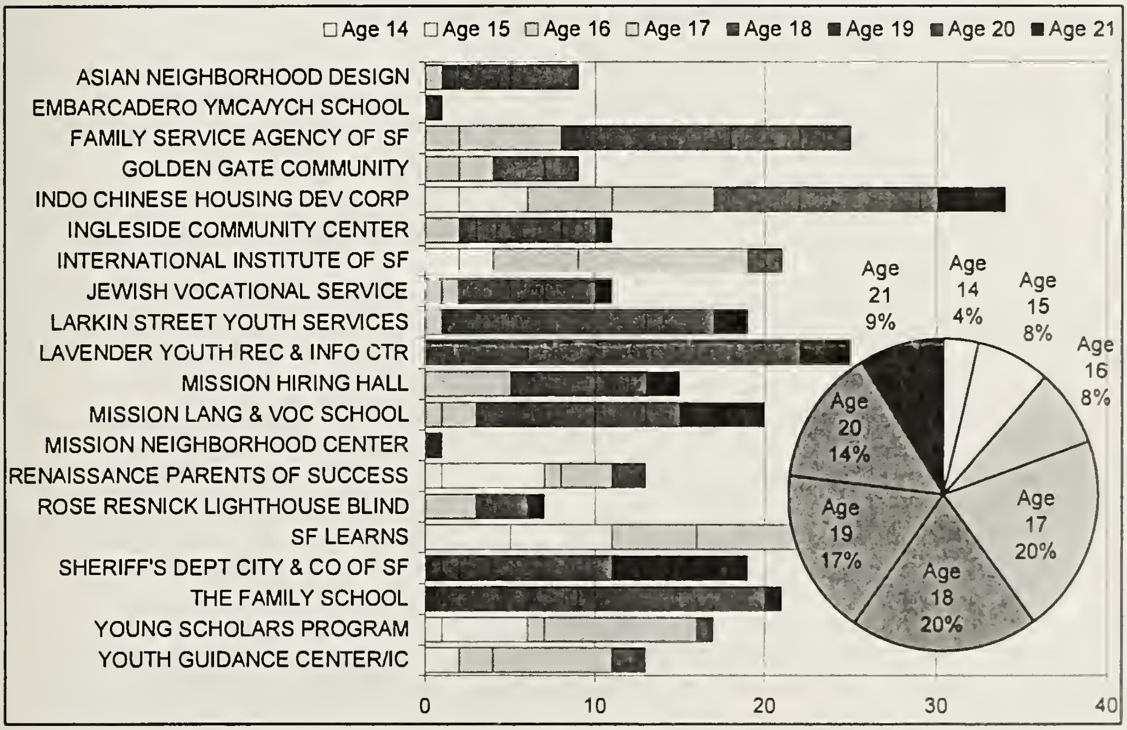
Selected Participant Demographics

n = 313



(Data as of 4/30/05 do not include ~200 enrollments awaiting entry into PIC's JTA database.)


■MALE ☐FEMALE
ASIAN NEIGHBORHOOD DESIGN 7 2
EMBARCADERO YMCA/YCH SCHOOL 1
FAMILY SERVICE AGENCY OF SF 25
GOLDEN GATE COMMUNITY 6 3
INDO CHINESE HOUSING DEV CORP 21 13
INGLESIDE COMMUNITY CENTER 5 6
INTERNATIONAL INSTITUTE OF SF 6 15
JEWISH VOCATIONAL SERVICE 4 7
LARKIN STREET YOUTH SERVICES 9 10
LAVENDER YOUTH REC & INFO CTR 6 19
MISSION HIRING HALL 10 5
MISSION LANG & VOC SCHOOL 6 14
MISSION NEIGHBORHOOD CENTER 1
RENAISSANCE PARENTS OF SUCCESS 5 8
ROSE RESNICK LIGHTHOUSE BLIND 3 4
SF LEARNS 12 10
SHERIFF'S DEPT CITY & CO OF SF 15 4
THE FAMILY SCHOOL 4 17
YOUNG SCHOLARS PROGRAM 4 13
YOUTH GUIDANCE CENTER/IC 10 3
MALE 43%
FEMALE 57%
0
10
20
30
40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EMBARCADERO YMCA/YCH SCHOOL
FAMILY SERVICE AGENCY OF SF
GOLDEN GATE COMMUNITY
INDO CHINESE HOUSING DEV CORP
INGLESIDE COMMUNITY CENTER
INTERNATIONAL INSTITUTE OF SF
JEWISH VOCATIONAL SERVICE
LARKIN STREET YOUTH SERVICES
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MISSION HIRING HALL
MISSION LANG & VOC SCHOOL
MISSION NEIGHBORHOOD CENTER
RENAISSANCE PARENTS OF SUCCESS
ROSE RESNICK LIGHTHOUSE BLIND
SF LEARNS
SHERIFF'S DEPT CITY & CO OF SF
THE FAMILY SCHOOL
YOUNG SCHOLARS PROGRAM
YOUTH GUIDANCE CENTER/IC
Age 21 9%
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Age 20 14%
0
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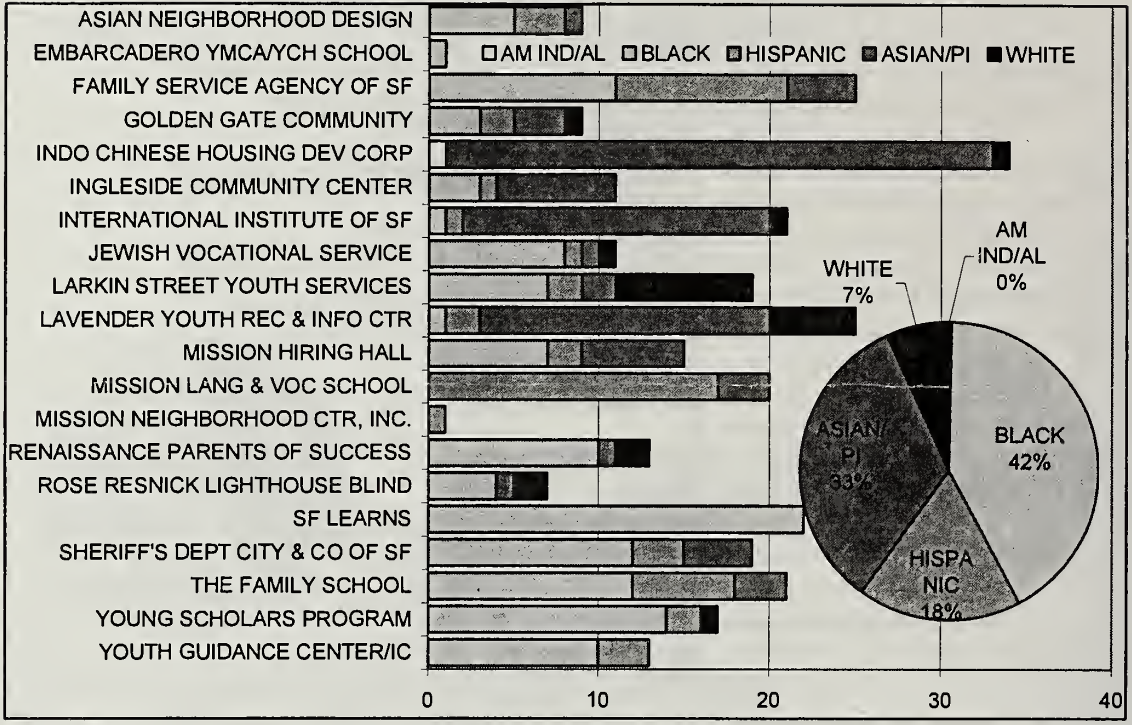
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EMBARCADERO YMCA/YCH SCHOOL
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INGLESIDE COMMUNITY CENTER
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MISSION HIRING HALL
MISSION LANG & VOC SCHOOL
MISSION NEIGHBORHOOD CTR, INC.
RENAISSANCE PARENTS OF SUCCESS
ROSE RESNICK LIGHTHOUSE BLIND
SF LEARNS
SHERIFF'S DEPT CITY & CO OF SF
THE FAMILY SCHOOL
YOUNG SCHOLARS PROGRAM
YOUTH GUIDANCE CENTER/IC
☐ AM IND/AL ☐ BLACK ▨ HISPANIC ▨ ASIAN/PI ■ WHITE
WHITE 7%
AM IND/AL 0%
BLACK 42%
ASIAN/PI 33%
HISPANIC 18%
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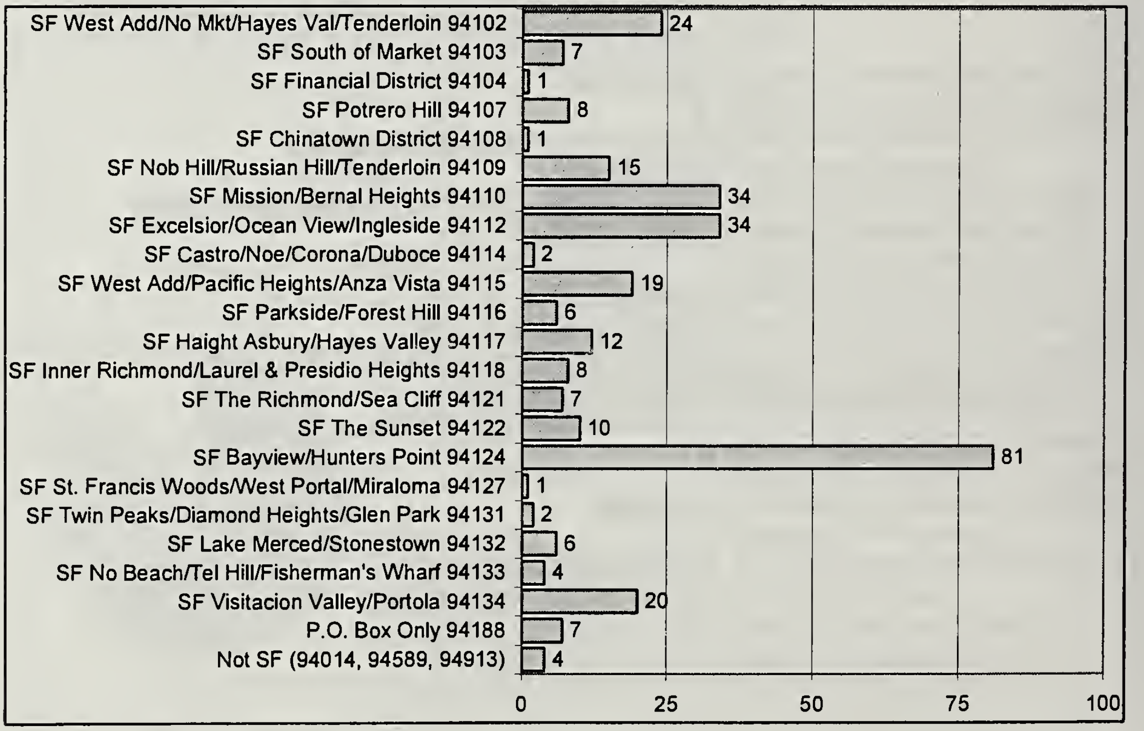
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SF South of Market 94103 7
SF Financial District 94104 1
SF Potrero Hill 94107 8
SF Chinatown District 94108 1
SF Nob Hill/Russian Hill/Tenderloin 94109 15
SF Mission/Bernal Heights 94110 34
SF Excelsior/Ocean View/Ingleside 94112 34
SF Castro/Noe/Corona/Duboce 94114 2
SF West Add/Pacific Heights/Anza Vista 94115 19
SF Parkside/Forest Hill 94116 6
SF Haight Asbury/Hayes Valley 94117 12
SF Inner Richmond/Laurel & Presidio Heights 94118 8
SF The Richmond/Sea Cliff 94121 7
SF The Sunset 94122 10
SF Bayview/Hunters Point 94124 81
SF St. Francis Woods/West Portal/Miraloma 94127 1
SF Twin Peaks/Diamond Heights/Glen Park 94131 2
SF Lake Merced/Stonestown 94132 6
SF No Beach/Tel Hill/Fisherman's Wharf 94133 4
SF Visitacion Valley/Portola 94134 20
P.O. Box Only 94188 7
Not SF (94014, 94589, 94913) 4
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WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

CANCELLATION NOTICE

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The Youth Council meeting scheduled for Thursday, June 23, 2005 is cancelled.

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23/05
ncelled

The next scheduled meeting is
July 28, 2005
from 4:00 p.m. to 6:00 p.m.

Thank you and please visit www.picsf.org for meeting updates and other information.

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Telephone 415.923.4003 • Fax 415.923-6966
www.picsf.org • e-mail: 411@picsf.org
TDD 800.735.2929 (CRS)

WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

Meeting Cancellation Notice

The Youth Council meeting scheduled for Thursday, September 29, 2005 has been cancelled.

4.59
9/05
ncelled

The next scheduled meeting is on Thursday, October 27, 2005.

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Please refer to the website,
www.picsf.org
for meeting information and updates.

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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NOTICE OF A PUBLIC MEETING
OF THE
YOUTH COUNCIL
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Tuesday, December 13, 2005

Time: 4:00 p.m. – 6:00 p.m.

Location: Private Industry Council of San Francisco
745 Franklin Street, 2nd Floor Conference Rm.
San Francisco CA 94102

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3/05

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724
Fax: 415-554-5163
E-mail: sotf@sfgov.org

The Sunshine Ordinance is also available online at: www.sfgov.org/site/sunshine_index.asp?id=4673

Other accommodations

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

If you require special accommodation due to a disability, contact Cynthia Vasquez at least 72 hours in advance at 415-923-4464,TDD 800-735-2929 (CRS) or cvasquez@picsf.org

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: sfgov.org/ethics.

Issued: Tuesday, December 6, 2005

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

PROPOSED AGENDA
YOUTH COUNCIL OF THE WISF BOARD
TUESDAY, DECEMBER 13, 2005

1. Adoption of the Agenda *(Action Item)*
2. Public Testimony of Agenda Items (Discussion Item)
3. Adoption of Youth Council Minutes from the May 24, 2005 meeting (*Action Item*)*
4. Workforce Investment Board (WIB) Update (Discussion Item)
5. Youth Council Strategic Priorities (Discussion Item)**
6. Youth Council Recommendations to the WIB (Discussion)
7. Public Testimony on Non-Agenda Items (Discussion Item)
8. Future Agenda Items (Discussion Item)
9. Adjournment *(Action Item)*

*Information to follow
**Information enclosed

WORKFORCE INVESTMENT SAN FRANCISCO BOARD
YOUTH COUNCIL

STRATEGIC PRIORITIES

The Workforce Investment Act challenges local communities, through the Youth Council, to establish a collaboration that brings together school, community organizations, training providers and others to create a comprehensive and cohesive youth service system.

The San Francisco Workforce Investment Board Youth Council is outlining a strategic plan for the future and believes the strategies should build on a youth development framework: [1]

- viewing young people and families as partners, rather than clients and involving them in designing and delivering programs and services;
- giving all youth access to both prevention and intervention services and programs that meet their developmental needs; and
- offering youth opportunities to develop relationships with caring, supportive adults.

Youth Development is the ongoing process in which all young people are engaged and invested while attempting to meet their basic personal and social needs and to build competencies necessary for successful adolescent and adult life. It is an approach, framework, and a way to think about young people that focus on their capacities, strengths and developmental needs, rather than on their weaknesses and problems. All young people have basic needs that are critical to survival and healthy development. These needs include but may not be limited to:

- a sense of safety and structure;
- belonging and membership;
- self-worth and ability to contribute;
- independence and control over one's life;
- closeness and several good relationships; and
- competency and mastery

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[1] This framework and approach to youth development comes from *Developing the WIA Youth Request for Proposals: A Technical Assistance Tool for WIB Staff* developed by the RFP Topical Study Group of the 2002-03 class of the National Youth Employment Coalition's WIA Leaders Academy.

At the same time, to succeed as adults, all youth must acquire positive attitudes and appropriate behaviors and skills in six areas:

* health
* personal/social
* knowledge
* reasoning and creativity
* vocation
* citizenship

Basic Youth Development Principles

Employment and education researchers and practitioners in the youth field believe that they have identified the basic principles directly related to the WIA 10 elements that help build effective programs for youth. They believe that the importance of integrating the following principles into the design of youth programs cannot be underestimated.

Adult Support/caring and knowledgeable Adults
Effective youth initiatives connect young people with adults who care about them and who serve as role models.

Structure and Expectations
Youth interventions must set clear and high expectations for young people while carefully supporting each young person so they can attain them.

Creative forms of learning
Learning should be engaging and relevant, with curricula and teaching strategies that are creative, substantive, and attuned to the learners and to provide effective pathways to finish high school, or move into post secondary training or employment.

Holistic approach
Treating individual holistically may provide sufficient protective factors to overcome a variety of risk factors, thus preventing one or more of the many behavioral indications of deeper problems manifested by young people.

Youth as resources
Programs should move away from focusing on eliminating youth deficits to supporting youth assets.

Implementation quality
Programs clearly work better when they are thought through and well managed.

Follow-up Services
Programs offering services over a long period of time, possibly many years, foster trust in youth because there is time to develop relationships with caring, knowledgeable adults.

With the above context in mind the Youth Council is reframing its focus and proposing the following:

OUR VISION: ALL YOUTH---ONE SYSTEM:
Our vision is that San Francisco offers a comprehensive and coordinated system of care, which provides a continuum of quality services to ensure that all youth are equipped with the skills, knowledge and abilities to prepare them for successful employment, academic and life choices by age 25.

The conditions one would find in a comprehensive youth serving system include, but are not limited to:

1. Youth are aware of options/services available to them;
2. Environments for learning and services are safe;
3. Networks of support for youth are available and apparent;
4. Caring adults are involved in supporting youth to attain goals;
5. Access is present for achieving educational and employment support;
6. A continuum of care exists that supports all areas of youth development;
7. The investments made are strategic and connected to other resources;
8. Services and support are ongoing and outcome based, not time/age based;
9. Intake, referral and assessments are common and shared between agencies;
10. Neighborhoods are receiving services that address local concerns;
11. Individual service plans exist for youth and are used across agencies.

MISSION/PURPOSE:
To ensure quality, safe and healthy learning environments and opportunities, built on youth development principles, which lead to a high school diploma or certificate, and successful transitions to work or further education.

PRIMARY STRATEGIES:

I. Focus on occupational preparation that leads to youth employment and successful transitions.
II. Emphasize HS graduation or certification as minimum performance expectations.
III. Target investments to at-risk, out-of-school youth, those in-school who are not on track to graduate, youth in the juvenile justice and foster care system, and pregnant and parenting teens.
IV. Engage youth in leadership roles and evaluation functions to assure service designs support a comprehensive youth development system.
V. Create a high level of agreement between organizations (DHS, SFUSD, DR, DCYF, and Juvenile Probation) to allow for seamless program delivery.
VI. Support and finance neighborhood-based youth centers.

SUPPORTIVE STRATEGIES:

I. Engage the private sector in creating more youth employment opportunities connected to youth's career aspirations.
II. Create common intake, referral, assessment tools and strategies, including an individual youth plan for shared accountability of those served. "hand-off, not drop-off".
III. Invest in contractors who are leveraging multiple funding streams and providing comprehensive services either themselves or with partners.
IV. Mobilize, expand and align adult mentors to support youth beyond funded activities or timelines.
V. Align RFP's and agency policies from primary youth investors to create a comprehensive service strategy until age 25.
VI. Balance investments to assure capacity building of staff and system-building efforts.
VII. Develop agreements with SFUSD to support in-school and out-of-school alternative systems for student achievement.

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